



Karaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

"Ka whangaia, ka tupu, ka puawai."

12th June 2023

Meeting Opened: 5.18pm

Present: Anna Powrie, Lisa Tate, Sarah Sutherland, John Dyer, Tyrone Riley, Portia O'Kane (Virtual)

Apologies: Hayley Govorko, Lynne Fell

Visitors: None

Agenda Items	Discussion Points	Actions to be Taken Done, None, Notes...
1. Administration		
1.1 Present	As Above	Meetings to start with a Karakia
1.2 Apologies	As above	
1.3 Declaration of Interests	None	
1.4 Confirmation of Minutes	Confirmation May minutes Moved: LT Second: SS All in favour	

1.5 Matters Arising	<p><u>Board Code of Conduct</u> AP and LT reviewed. Board members to review and comment. Trustees Code of Conduct folder in the shared drive.</p> <p><u>Gift policy update</u></p> <p><u>Abbots Lost Key</u> Ongoing - The school will need to be relocked.</p>	<p>AP to share with the Board. Review and look at roles and responsibilities</p> <p>Review in next meeting</p> <p>AP will investigate</p>
1.6 Correspondence	<ul style="list-style-type: none"> Staffing Update - Discussion on staffing levels, year groups and class sizes. Ministry engaging with us regarding future in zone roll growth STA News Run-off Remediation 	
<p><u>2.Strategic Discussions/Decisions</u></p> <p>2.1 Policy Reviews (May Board folder)</p>	<ul style="list-style-type: none"> School Docs EOTC to review <p>Discussion on EOTC policy AP moved to accept the EOTC Policy LT second All approved</p>	AP - community to review
<p>2.2 E-Motions (if relevant)</p> <p>2.3 NZSTA Board Training</p> <p>2.4 Cyclical Maintenance Provision</p> <p>2.5 Out of zone ballot</p>	<ul style="list-style-type: none"> Facebook Page - PTA setting up a page. Only for promoting school events. No names and photos. Kindo - Discussion. School and PTA to join. The Board approves of this change. Discussion on ballot for placements 2024. The Board resolved not to hold a ballot for 	<p>E-motion supported</p> <p>E-motion supported</p>

	2024 and to only accept Year 7 and 8 students and those who fall within the Priorities 2-5, due to advice from the Ministry about future in zone roll growth.	All agreed
2.6 - Ag Day Funds 2022	Discussion about what to spend funds on from last year's funds and from this year. Consideration of future development and ensure it is sustainable. Funds to be earmarked towards projects to 'Enhance our School Environment'	AP to organise community survey. Also take to staff for input
3. <u>Monitoring</u>		
3.1 Property Report and H&S Report (see Principals Report)	See Principal's report	
3.2 Schoolhouse Report	LT liaising with tenant	LT to check 7th July
3.3 Finance Report	Annual Report 2022 from RSM Hayes Knight received Moved: AP to accept this annual report. Second: LT Approved	Moved: AP Second: LT Approved
3.4 Principals Report	<ul style="list-style-type: none"> AP and JD discussed with the Board their PD on Crisis Management. AP shared data around 'Learner Led Conferences' We were happy with attendance numbers. Restraint training being undertaken by staff 	Crisis Management responsibilities - AP Holding Statements to go on Website - AP
3.5 Personnel Report (see Principals Report)	<ul style="list-style-type: none"> 26th-30th June is Support Staff week - morning tea and appreciation cards to be given 	

3.6 Curriculum, Progress and Achievement (see Principals Report) 3.7 Other Notified Business	<ul style="list-style-type: none"> NZEI Primary teachers settled with the Government's 4th offer Board co-option - to ensure appropriate 'Tikanga' and ensuring a Maori focus at School. 	TR to speak to parent AP to prepare letter
<u>4. Publicly Excluded Business</u> 4.1 Commercial Sensitivity (if required)	Motion: Motion that the public be excluded for Agenda items for commercially sensitive items as per Section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter of commercial sensitivity. All in favour	Time In: None Time Out:
4.2 Personnel (if required)	Motion: Motion that the public be excluded for Agenda items for personnel items as per Section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter relating to personnel. All in favour	Time in: None Time Out:
4.3 PEB	Confirmation of PEB minutes (May meeting)	None
<u>5. Meeting Closure</u> 5.1 Next Meeting	Agenda Items: Meetings - 17th July, 14th August, 16th October, 13th November	

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Meeting Closed: 7.07 pm

Next Meeting: 17th July 2023

Certified as a true and correct record:

Signed: gate Dated: 01/8/23

