



Karaka School

EMBRACING LEARNING. BUILDING RESILIENCE. ACHIEVING EXCELLENCE.

"Ka whangaia, ka tupu, ka puawai."

16 October 2023

Meeting Opened: 5.05pm

Present: Anna Powrie, Portia O'Kane, Tyrone Riley, John Dyer, Sarah Sutherland, Hayley Govorko, Lisa Tate, Lynne Fell

Apologies: None

Visitors: Jeff Stirling (Finance Hub), Debbie Withers

| Agenda Items | Discussion Points | Actions to be Taken Done, None, Notes... |
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| <u>1. Administration</u> | | |
| 1.1 Present | As above | |
| 1.2 Apologies | As above | |
| 1.3 Finance Hub | Welcome to Jeff Stirling from Finance Hub | 5.07pm - 5.58pm |
| 1.4 Declaration of Interest | None | |
| 1.5 Confirmation of Minutes | August 2023 minutes Moved: AP Second: HG All in favour | |
| 1.6 Matters Arising | <ul style="list-style-type: none">All registered with Taumata Arowai | |

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| 1.7 Correspondence | <ul style="list-style-type: none"> As per Principal's Report | |
| <u>Finance Training Session</u> | Jeff - led a training session on how to interpret the monthly Board Finance reports. | |
| <u>2. Strategic Discussions/Decisions</u> 2.1 Policy Reviews 2.2 E-Motions 2.3 NZSTA Board Training 2.4 Cyclical Maintenance Provision 2.6 2024 School Donations 2.7 Parent Cyber Safety Evening - Our Kids Online | <ul style="list-style-type: none"> In Principal's report None LT/SS - Health and Safety Workshop Included in Principal's report Leave fees/donations status quo. All agree Cyber bullying, social media, gaming and the developing brain etc would be covered and the solutions available. | <p>Look at bringing back "Wellness Wednesdays"</p> <p>AP - to obtain further information ie costings. To confirm date. LT to enquire about a Community Education Officer</p> |
| <u>3. Monitoring</u> 3.1 Principal's Report | <ul style="list-style-type: none"> Health and PE Survey - 38 responses. Highlight being our Values. Principal Conference - highly valuable Teacher Only Day - 24th November Leadership Team/BOT Strategic Planning meeting 13th November World Teacher Day 27th October Staffing - 2 vacancies. Interview processes taking place Within School Leader position - extended one more term AP discussed cyclical maintenance Pool - repair cracks/grind back and reseal and paint. Board happy for AP to arrange for Xmas holidays. Discussion in PEB | <p>AP - put in newsletter and Facebook</p> <p>BOT to organise. AP to put in newsletter</p> <p>AP liaising</p> |

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| 3.2 Schoolhouse Report | <ul style="list-style-type: none"> Rent discussed | DW to report to LT |
| 3.3 Finance Report (including updates to ASB accounts/signatories) | <ul style="list-style-type: none"> Monthly (August and September) financial report is taken as read Moved: LT Second: PO All in favour ASB recommendations discussed. Board agreed that DW be a signatory | Payment limits and credit card limits and new credit card increased as per advice from ASB |
| 3.4 Property Report and H & S Report (see Principals Report) | <ul style="list-style-type: none"> Bark/mulch needed for Junior playground | JD organising |
| 3.5 Student Achievement report | <ul style="list-style-type: none"> None | |
| 3.6 Rosehill Transport Network Risk Register | <ul style="list-style-type: none"> Rosehill Transport Network Risk Register | Tabled |
| 3.7 Other Notified Business | <ul style="list-style-type: none"> None | |
| <u>4. Publicly Excluded Business</u> | <u>Motion:</u> Motion that the public be excluded for Agenda items per Section 48 of the Local Government Official Information and Meetings Act. All in favour | Time In: 7.15pm Time Out: 7.25pm |
| <u>5. Meeting Closure</u> | | |
| 5.1 Next Meeting | 13th November (Strategic Planning), 21st November | |

Meeting Closed:

Next Meeting: ~~13th November~~, 21st November

Certified as a true and correct record:

Signed: Kate Dated: 06/12/2023