

## Minutes for the Thursday 17th November Board meeting

Present: Sanjay, Francis, Juia, Lisa Crooke, Lisa Carbines, Joe Telford, Scott Munday and Michelle Moffitt

Apologies: none

Minute take: Francis Naera

Meeting no 7

### **Karakia:**

Kia hora te marino

(May peace be widespread)

Kia whakapapa pounamu te moana

(May the sea be like greenstone)

Hei huarahi mā tātou i te rangi nei

A pathway for us all this day

Aroha atu, aroha mai

(Let us show respect for each other)

Tātou i a tātou katoa

(For one another)

Hui e! Tāiki e!

(Bind us all together)

Item	Minutes	Actions
Introductions	Who we are, bit of background	
Correspondence	<p><b><u>Inwards:</u></b> MOE - October Operations Grant installment notice MOE Provisional Roll and Resourcing Entitlement 2023</p> <p>MOE - Education Gazette 26th September Acceptance of Fixed Term position from Linda Gartshore</p> <p><b><u>Outwards:</u></b> Fixed Term offer of employment to Linda Gartshore (.6)</p>	
Questions	Please add any burning questions here:	
App 1: App 2	<p>- Minutes for previous board meeting <a href="#">Presentation (Induction)</a></p> <p>Discussion regarding Sanjay putting his name forward to lead the COL if no one else does. This would entail him being out of school for 1 day a week, every week. On those days when he will be offsite, Francis and Susan take over his role of managing the school.</p>	Accepted.

	<p>Board to think about and make a decision on whether they would allow this. If any objections please contact Sanjay.</p> <p>30th November, finance meeting. 11:30 - 1pm. Justin Edgar, previous board member in charge of finance to attend.</p> <p>Discussion around working with groups of children and catering to learning needs and the impact that covid lockdowns has made on students learning. How are we catering for these children? How do we communicate this to the community? Can this be improved for the future to communicate what is happening to our community?</p> <p>Board of Trustees induction available through NZSTA. Contact Sanjay if you are wanting to enroll in any courses and he can find out more information for you.</p>	<p>Sanjay in posts to update community how we are catering for children's learning needs post COVID</p>
<p>App 2a:</p>	<ul style="list-style-type: none"> <li>- <a href="#">Code of Conduct</a></li> <li>- Subcommittee allocations - who will lead which area</li> <li>1. Finance (Joe)</li> <li>2. Chair (Lisa Crooke)</li> <li>3. Property/Health and Safety</li> <li>4. Vice Chair</li> <li>5. Human Resource</li> <li>6. Policy (Lisa C)</li> </ul> <p>Michelle Moffitt Vice Chair - Moved Sanjay Seconded Lisa Crooks</p> <p>Lisa Carbines - Property Moved Lisa Crooks Seconded Scott Munday</p> <p>Scott Munday - Human Resource Moved Sanjay Seconded Lisa Crooks</p> <p>Moved Michelle</p>	

	<p>Seconded Joe</p> <p>Francis minute taker but to have speaking Rights</p>	
App 3:	<p>3 <a href="#">Draft budget 2023</a></p> <p>New playground design discussed and to be approved before charitable funding can be applied for.</p> <p>Draft budget created, please look through it and ask any questions to Joe and Sanjay.</p> <p>Surplus budget currently which is the first time in many years.</p> <p>Class numbers in year 4 next year are higher than the rest of the school. Plan in place to partially fund a teacher to work with groups of students from those year 4 throughout the year to reduce the impact of a larger class size.</p>	
App 4:	<p><a href="#">Board Register</a></p> <p>Conflict of interest register discussed.</p>	
App 5:	<p><a href="#">Principals Reports</a></p> <p><b><u>Teaching and Learning reporting:</u></b></p> <p>Math Report - 140 hours of PLD funding towards Math. To continue with Lucie Cheeseman in 2023.</p> <p>Nz Histories curriculum implementation underway.</p> <p>Presentation by Morgan and Francis to the staff.</p> <p>Breakdown around In zone vs Out of Zone</p> <p>54% of students are in the zone. 46% are out of zone.</p> <p>The goal is to take our out of zone children in year 1, so that they are part of the community and our school throughout their time, and this affects numbers for our school throughout their time here.</p> <p><b><u>Local Initiative</u></b></p> <p>Ballot to be run tomorrow, Local police officer coming into school to oversee this process.</p> <p>2 teacher aides funded through our locally raised funds.</p> <p><b><u>Staff report</u></b></p> <p>Teachers currently writing reports, in future these to be sent out digitally but with an option for a hardcopy to come home</p>	

Access to documents	All documents are held on Google Drive	
Meet the staff and parents	Can we find a date for the BOT to come and meet the staff? As a whole board	Looking at an Assembly this term and a morning tea. Want the board to be visible amongst our community

Approved as a true and correct record:



23rd February 2023

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Chairperson

Lisa Crooke