

Date: Wednesday 21st June

Present: Sanjay, Juia, Lisa Crooke, Joe Telford (Phoning in) , Lisa Carbines and Michelle Moffitt

Minute taker: Francis

Apologies: Scott Munday,

Meeting no 4

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hī ake ana te atākura
He tio, he huka, he hauhū
Tihei mauri ora!

*Get ready for the westerly
and be prepared for the southerly.
It will be icy cold inland,
and icy cold on the shore.
May the dawn rise red-tipped on ice,
on snow, on frost.*

Item	Notes	Actions
Action Items from Previous meeting		Follow up regarding Crankd Media Sanjay to ring to gauge where we are at with this. -Lisa and Sanjay have drafted and sent communication through to Cranked, main terms to commit to the time frame of the current board, with the option for the next board to continue to extend. Waiting for communication to return from Cranked. Breakdown on school donations PAT comparison Pre Covid
Correspon dence		

App 1:	Minutes	.
App 2	Finance Report	<p>A rise in parent donations has been seen from the previous finance report. Majority of fundraising income has come through from recent Bingo night.</p> <p>Looking to put more into term deposit.</p> <p>Board payments. Discussion with previous boards is that board payments can be donated back to the school, tax deductible. Board to email Sanjay with their personal preference for board payments.</p>
App 3	Health and Safety	<p>Updated RAMS form</p> <p>Discussed the update of the RAMs form, and the process in which these are completed, and updated post the trip to include any incidents that may take place on the trip, and what could be done in the future to limit incidences from happening.</p>
App 4	Pre/Post Covid PAT Results	<p>Sharing of change in data from pre covid (2019) to now. Discussion on the differences and what we have noticed from this. Various factors that relate to this but very useful information and worthwhile to analyse this regularly.</p>
App 5	Parent Donation update	<p>Still approx 37% yet to pay donations, Sanjay to look at comparison to last year.</p>
App 5A	Budget update Income/Expenditure	<p>Recent newsletter reminders have helped, Sanjay to send out targeted email regarding donations to see if this gets more uptake.</p> <p>No issues of overspending in budget, relievers budget is tracking along nicely just under half, comparatively last year we were three quarters of the way through our relievers budget due to covid/illness.</p>
App 6	Writing Report	<p>Writers week currently underway. Lots of planning gone into this and activities underway. This then leads into speeches which start next term and writing moderation which takes place to moderate childrens writing for accurate assessment.</p>

App 7:	Principals Report	<p>There is going to be future problems with staffing in the future if the numbers of trained teachers coming out of university stays low. We have appointed new teachers for the newly vacant year 5 and 6 classrooms in term 3</p> <p>Arran to move into the Team leader role from next term on a fixed term role until the end of the year.</p> <p>Discussion around repair and upgrade of the staffroom. Building repairs/issues to think about.</p> <p>Sanjay to discuss with MOE property advisor to discuss issues arising from the staffroom needing an upgrade.</p> <p>Board are concerned about Health and Safety of our staff due to the substandard staffroom.</p> <p>Sanjay to put together a proposal for the board, outlining tactical items needed to upgrade staff room which doesn't involve the repairs of the building eg. furniture</p> <p>Sanjay shared information from our Hui and Fono. Approx 50 of our family members have attended, information to be shared back from this to our Maori and Pasifica families.</p> <p>Sanjay to share findings to the board at the next board meeting.</p> <p>Staff have been through the first part of the Restraint training. Part 2 of this takes place next term.</p> <p>Susan and Julia attended Rainbow safe zone session. Discussion on what that may look like for the school in the future. Ensuring anything we are discussing is age and school appropriate. Sanjay inquired into getting into the RTLB who presented this to work with staff.</p> <p>Book week activities shared.</p> <p>Cyclical maintenance - budgeting for cleaning of top court area, and painting needed.</p> <p>Staff Report from Julia - noticing a great improvement of our activities through relating and integration of our local curriculum. So events like book week are integrated into this and fit into our curriculum.</p>
Any other business		<p>Use of youtube in classes, how do we get around the adverts that may take place during lessons which include youtube. Is this an issue?</p> <p>Sports perspective, how much time do our SLT make to attend outside school sports events.</p>

		<p>International students currently have 6 enrolled, and potentially 2 more starting next term.</p> <p>Sanjay to confirm the number of meetings that are needed throughout the year. We have 9 planned including a finance meeting, we may only need to do 8.</p> <p>If so, the July board meeting will be cancelled as there are only a few weeks of school between school holidays.</p> <p>Board meeting on the 31st of August to be brought forward by one week to the 24th of August.</p>
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Date: 16/11/2023

Presiding member: Lisa Crooke

Signed: 