

**Date Wednesday 22nd May**

Present: Sanjay, Julia, Lisa Crooke, Lisa Carbines, Joe Telford,, Michelle Moffit and Arran

Minute take: Arran

Item	Notes	Actions	Status
	<p><b>Health and Safety</b>            Have discussed the health and safety plans relating to a specific student. Significant developments in the health and wellbeing of that student will be passed on to the board, via Scott as the Board Health and Safety</p>	<p>Have updated Scott about how things have been tracking with the student..</p>	

Correspondence	<p>MoE Education Gazette</p> <ul style="list-style-type: none"> <li>8 April 2024</li> <li>29 April 2024</li> </ul> <p>Letter of Offer of employment to Ebru Kokcu(Learning Assistant)            Letter of Acceptance from Ebru Kokcu</p>	<p>Cuan Gray fundraising opportunity email received</p>	
	<p>Finance Report</p>	<p>Vandalism over-expenditure will be reimbursed by the MOE.            Finance team will be meeting again in week one of Term 3.            Auditors have been through since the last meeting.</p>	
	<p>Health and Safety</p>	<p>A doctor will be coming in to do epi pen training with the entire staff, dates TBC.</p>	
	<p>Board Checklist</p>	<p>Mid-year data will be presented at the next board meeting.</p>	

		Phones being locked away for the day has been implemented.	
	Budget Forecast looking ahead	Sanjay and Lisa have begun compiling a tracking doc for the big/regular expenditures and when they will need to be implemented. Heritage specialists came to survey the building at the behest of the MOE property team after the MOE property team was shown around the school.	
	Moderated Tools	PD regarding structured literacy early next term. Will continue to consider how this will be implemented in our school. Updates will be provided.	
	Neuro Diverse Presentation		
	Staff Sync	Approved proposal by the board	
	Principal Report	Kākāriki building will be washed instead of painted.	

Date: 24th July 2024

Presiding Member: Lisa Crooke

Signed:

