

Date: Tuesday 25th February

Present: Sanjay, Julia, Lisa Crooke, Scott Munday, Lisa Carbines, Joe Telford, Michelle Moffit (Dialed in)

Minute taker: Arran

Meeting no 1

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| Action Item: Sanjay to draft a letter to the Kings Board addressing concerns regarding the enrollment of students from Ponsonby Primary. Sanjay met with Mandy to gather more information on available grants for equipment and related resources. How would the 10% look | Still to do Both Joe and I met with Mandy and emailed her to see how we could go about paying her. | |
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| Minutes | Approved | |
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| Health and Safety | Water outage incident last week due to burst water main - Board delegates to Sanjay to make decisions regarding school closure in an outage in excess of 2 hours in future circumstances. | |
| Budget | School has a healthy working capital. Next time Joe and Sanjay have a finance meeting, time will be spent on re-allocating those funds. Staffing is in a good position moving forward until the end of the year, and will adjust this in the June budget review. Board approves of the budget. | |
| Board Delegation | Lisa to remain as Board chair until | |

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| | <p>finalisation of election later this year. Remainder of Board remaining in their current roles.</p> <p>DP Arran Connor granted speaking rights at Board meetings.</p> <p>Board delegates to the Principal, Sanjay Rama, or in his absence Deputy Principals Morgan Jurisich and Arran Connor the day to day management and leadership of Ponsonby Primary School (<i>Sanjay to provide further clarity on how these duties are managed during his absence</i>).</p> | |
| Conflict of Register | Michelle to update details on contact of interest register. | |
| Board of Code of Conduct | Everyone agreed on the code of conduct and knew their responsibility around governance and management. | Michelle to sign Code of Conduct |
| Board checklist | Information will be sent to community re Board elections next term. | |
| Board Review Plan | <p>Karen will upload a strategic plan to the school website this week.</p> <p>Changes have been made in school operations to meet the new national curriculum changes.</p> <p>Sanjay has been in contact with MoE regarding clarity around assessment and reporting for the new curriculum, including a meeting with the Minister.</p> <p>Sanjay set aside time to liaise with the Board and Carolyn Merino to gauge the professional growth cycle.</p> | |
| TOD | Paula will be coming in to run an information evening regarding the rollout of structured literacy in our school | |
| Principals Report | <p>Investigate installing blinds over office windows.</p> <p>Board approves application of liquor license for the Taste of Ponsonby.</p> <p>Board in support of pursuing grant</p> | |

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| | options, Sanjay to check with Mandy Tomlins regarding finer details of grants process. Board to do further research regarding grant organisations that the school won't wish to align with | |
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Date 19/05/2025

Pressing Member



Lisa Crooke