

## Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 3rd April 2023.

**Present:** E Finlay, C Henderson, F Nelson, D Brown, L Ferguson, S Butson, J Wright

**In attendance:** P Kranz (Minutes Secretary)

**Apologies:** None

**Meeting opened at:** 7.09 pm



**Meeting opened with Karakia from Stacy**

ADMINISTRATION MATTERS	
	Action Required
<p><b>Declaration of Interests</b> None declared</p> <p><b>Confirmation of Minutes.</b> Moved: That the minutes of the Board meeting held on the 13th of February 2023 be accepted as a true and correct record. F Nelson / L Ferguson Agreed</p> <p><b>Matters Arising From the Minutes</b> None</p> <p><b>Correspondence.</b></p> <p><u>In</u> None</p> <p><u>Out</u> None</p>	
REPORTS	
<p><b>Principal's Report</b> In addition to his tabled report Damian mentioned:</p> <p>The feedback from the goal-setting meeting was very positive.</p> <p>Turnout was good, and the children seem to be confident about doing it, and that confidence is increasing over time.</p>	

**Concept-Based Localised Curriculum.**

Damian said he will be holding a review meeting with teachers this week, and will bring to them the plan he has developed for making changes in how it is taught. He believes it will enable students to go deeper into their chosen subjects, and provide a more focused structure for teachers to work within.

**Anonymous Donation**

The school has received an anonymous donation specifically for funding a teacher's aid for a high-needs student. This will make a significant difference to the student, and also to the school as a whole. The Board expressed its thanks.

**Roll**

Damian said there will be gains and losses, but in terms of Ministry of Education funding the best outcome is that the school has 126 or more students by the end of the year. At the start of next term that figure looks to be 119, so it is possible that number will be reached.

**SchoolDocs**

All signed off and ready to go. Damian said he plans to get it up and running and to make changes on the school website in the second week of next term.

The new restraints policy from the Ministry is the only immediate issue.

**Reading Report**

Distributed.

The issue was raised of helping parents know how they can support their children as they engage with the structured literacy approach.

Damian said a parents' information evening on the structured literacy approach, with videos, will be held next term. That information will also go out via social media.

**Financial Report**

The bank staffing has all been used up, which was the plan. The school remains in a strong financial position, with budgets in specific areas either on track or within an acceptable range.

**Property**

Waiting on Brett to start on the sensory garden,

Damian to pass on.

Next meeting the Board to look at the restraints policy.

Damian / Ed to action.

<p>but otherwise all the planned work has been done.</p> <p><b>Septic Tank Audit</b> Report has been distributed.</p> <p><b>Middleton Camp</b> Tabled as read. Board said it was a very thorough report, and expressed its appreciation.</p> <p>There was a discussion about encouraging some bike riding practice before the camp.</p> <p><b>Health and Safety Report</b> Wendy compiled the report. The school had fire drill practice. No incidents to note.</p> <p><u>Staff Wellbeing.</u> Damian said while it had been a busy term staff were doing well, especially compared to the same point last year, and overall morale was high.</p> <p><u>Principal Well Being</u> Damian said his professional development program is going really well, and he is definitely feeling the benefit of it.</p> <p>Also, his withdrawing from classroom teaching is giving him a lot more time and space and he is getting a lot done, so he feels it was the right decision.</p> <p>Moved: That the above reports as tabled be accepted. F Nelson / J Wright Agreed</p>	<p>Damian to pass on.</p>
<p style="text-align: center;"><b>GENERAL BUSINESS</b></p>	
<p><b>Pay Negotiations</b> Cat and Damian gave updates on the pay negotiations currently underway with the government.</p>	

MEETING DATES	
<b>Next Board of Trustees Meeting:</b> Monday, May 15th, 7.00 pm. Staffroom.  <b>Next meeting Karakia:</b> Logan  <b>Home &amp; School:</b> Early May, TBC.	

**Meeting closed:** 8.36 pm

**Signed:** ..... **Date:**.....