

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 7th August 2023.

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

In attendance: P Kranz (Minutes Secretary)

Apologies:

Meeting opened at: 7.05 pm



Meeting opened with Karakia from Fiona

ADMINISTRATION MATTERS

	Action Required
Declaration of Interests None declared	
Confirmation of Minutes. Moved: That the minutes of the Board meeting held on the 26th of June 2023 be accepted as a true and correct record. F Nelson/ E Finlay Agreed	
Matters Arising From the Minutes None	
Correspondence. <u>In</u> None	
<u>Out</u> None	

REPORTS

Principal's Report In addition to his tabled report Damian added: <u>Student Led Conferences</u> More student student led conferences were held last week. The feedback has been that both parents and students found them beneficial.	
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Reports

Damian mentioned that going forward reports will explain more explicitly what some of the technical language means, for example what the language about levels indicates.

Also, there may be a visual aid for parents, perhaps at the end of the year, to let parents / guardians see where their children stand.

Self-Review

The Ministry of Education is emphasising consulting with, and reporting back to, the local community. Damian ran through the consultation process and materials the school is using.

He said there has already been a pleasingly high level of community engagement with the process.

Digitization

The was a discussion around creating an opt-in for using paper permission slips, as most parents/guardians are using digital options.

Also a discussion about using digital reports, both in an ongoing way and for end-of-year reports.

Damian said that things won't change this year, but he would explore the options available for next year, and bring those back to the Board for it to look at.

During a the discussion on this it was mentioned that the school should avoid having a fragmented approach that required parent to have multiple apps.

It was also mentioned that any reporting of raw data to parents needs to be balanced with teachers providing context for it.

Staffing

Natalie has been granted limited authority to teach, and will start in Room 3 next term.

Finance and Property

Nga Iri Kahurangi will come to do an inspection and to advise on upgrades to the acoustic panelling, roof insulation carpet tiles and electrics.

Damian to action

Damian to action

<p>Block 2 classroom upgrades concept designs distributed.</p> <p><u>Wellington RAMS</u> Distributed. Accepted with no changes needed.</p> <p><u>Sinkhole</u> Advise has been taken about what to do, Ed will have a look and try to organise the work.</p> <p><u>Professional Development</u> Agreed that the costs of concept based curriculum professional development be covered by the school.</p> <p>Health and Safety Report taken as read.</p> <p>Financial Report. Because of roll growth income from the Ministry of Education has been higher than anticipated. There was also a GST refund from the ministry. This has left the school in a strong financial position.</p> <p>Moved that the above reports as tabled be accepted. E Finlay/ J Wright Agreed</p> <p>Strategic Plan Distributed and progress noted.</p> <p>NZSTA Discussion on the courses on offer, and who had enrolled for courses.</p>	<p>Ed to action</p>
<p>GENERAL BUSINESS</p>	
<p>None</p>	
<p>MEETING DATES</p>	

<p>Next Home & School meeting</p> <p>Monday August 14th. 7.00pm</p> <p>Next Board meeting</p> <p>18th September, 7.00pm, Staffroom</p> <p>Next meeting Karakia -Jess.</p>	
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Meeting closed: 8.17 pm

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