

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 7th November 2022.

Present: J Wright, E Finlay (from 7.30 pm), C Henderson, F Nelson, D Brown, L Ferguson, S Butson.

In attendance: P Kranz (Minutes Secretary)

Apologies: None

Meeting opened: 7.15 pm



Meeting opened with a Karakia from Logan

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 September 2022 be accepted as a true and correct record. F Nelson / D Brown Agreed Correspondence <u>In</u> None <u>Out</u> None Matters Arising From the Minutes None	
REPORTS	
Principal's Report In addition to his tabled report Damian mentioned: Outside facilitators have come in and run sessions for students on life education, cricket, and rugby league. Arts week was a great success. <u>Appointments Committee</u> The committee met. There are two people who are definite interviewees, and another who is a possible. Interviews will be held over the	

<p>weekend with the aim of finishing the process by the end of Sunday.</p> <p><u>Property</u> The carpets have been laid.</p> <p>Ed said that arrangements have been made to clear away the fallen tree.</p> <p>With Colin finishing at the end of the year, there was a discussion about finding a new person to do the lawn mowing and general maintenance. It was agreed to first put this out to the community to see if any local person is interested.</p> <p>Health and Safety Report Report tabled. Nothing out of the ordinary to note.</p> <p>Maori Achievement Collaborative Conference.</p> <p>Damian reported back. He said it provided him with a different perspective, and it was good to know more about what is going on in other places.</p> <p>He said that there were many ideas and suggestions made for how to provide for Maori students.</p> <p>Many of these things the school was already doing, others he said, while valuable, would either not fit or need to be adapted to work in the local situation.</p> <p>He said that he was comfortable with what the school is currently doing, the feedback on it, and the results being achieved.</p> <p>Financial Report In addition to the tabled report Damian added:</p> <p>The school is in a comfortable financial position, ahead of where he thought we would be.</p> <p>PREP was good, and the market day was profitable.</p> <p>Bank staffing is in the black, but as it is difficult to find relievers it was unlikely it would all be used, though he would try to get as close to zero as possible.</p>	<p>Damian to action via the school and community Facebook pages, and the school newsletter.</p>
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<p>Moved: That the above reports as tabled be accepted. C Henderson / F Nelson Agreed</p>	
<p style="text-align: center;">GENERAL BUSINESS</p>	
<p>Policy Review – 606 Crisis Communication No changes</p> <p>607 Board Decisions via email No Changes</p> <p>608 Fraud Procedure Remove 'cheque book' and all references to "school support". Remove reference to the specific location where petty cash is kept.</p> <p>All reviews to have the review date changed, as well as the Board references.</p> <p>Moved: That the policies as amended be adopted. E Finlay/ L Ferguson Agreed</p> <p>Strategic Plan In addition to the tabled report Damian ran through the actions taken against it.</p> <p>The Board Survey Ed said it was very successful. He had not collated all of the responses yet, but overall nothing was being flagged as a problem.</p> <p>He said he hadn't pushed the NZSTAR training recently, so took the chance to point out to Board members that NZSTAR now have online webinars, so their training is very available.</p> <p>Hautu – Strategic Action Planning Template</p> <p>There was a discussion about consultation with Maori at the Board level.</p> <p>There was also a discussion of how the school's actions against the areas highlighted in the template were linked to and integrated into, the strategic plan.</p>	<p>Damian/School Secretary to action</p>

<p>Damian said that there was clear evidence of such actions within the classroom, but currently, this was not really evident within the strategic plan.</p> <p>This should be noted when drawing up the next strategic plan.</p>	<p>Damian to action.</p>
<p>MEETING DATES</p>	
<p>Next Board of Trustees Meeting: 12th December, 6.30 pm. Staffroom.</p> <p>Next meeting Karakia: Logan.</p> <p>Home & School: Next year, TBC</p>	

Meeting closed: 8.26.pm

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