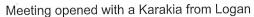
# Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 17th August, 2021.

Present: J Wright, E Finlay, L Ferguson, C Cochrane, F Nelson, I Elliot, D Brown.

In attendance: P Kranz (Minutes Secretary)

Apologies: E Fisher Meeting opened: 7.04 pm





ADMINISTRATION MATTERS	
	Action Required
Declaration of Interests  Jess (Wright) declared a potential conflict of interest in regards to any purchase of a new mower.	,
Confirmation of Minutes.  Moved: That the minutes of the Board of Trustees meeting held on the 22nd of June be accepted as a true and correct record.  L Ferguson / C Cochrane Agreed	
Matters Arising From the Minutes None	
Correspondence In None	
<u>Out</u> None	
REPORTS	
Principal's Report  Damien had already distributed his report before the meeting.	
Cultural Responsiveness Self-Review Tool At the meeting Damian distributed the Cultural Responsiveness Self-Review Tool created by the New Zealand School Trustees Association and the Ministry of Education.	Ed to add to agenda.
It was agreed that this be gone through section by section at future Board meetings as a	,

springboard for reviewing how the needs of Maori students are being met.

New Appointments

Damian said that the new appointees; Teacher's Assistant (Sonia), and ICT teacher (Mike Palmer, were doing excellent work.

He said Mr Singleton (helping with science, technology, engineering, and mathematics (STEM) was due to start next Thursday. He will be working three hours a week (split between Thursday and Friday). His contract runs till the end of the year then will be reviewed.

Mentor

Damian said, and the Board agreed, that his having the support of a mentor would be very helpful.

Health & Safety Report

Nothing of concern to note.

Financial Report

Damian had distributed the report.

He added that he'd talked to the accountant who said the school was tracking well against expectations.

There was some discussion of the 'unders and overs' of individual items and the reasons for the variances.

Financial Sub-committee

Damian mentioned that there may need to be some purchases made for the STEM program, for example a 3D printer). Damien to check costs, distribute this to Board members, and bring the matter to the financial sub-committee before the next Board meeting.

The Board also said it would be good if the accountant (Ainslee) came to the meeting, and Christina too, given her involvement in the financial reporting process.

Reading Report

In addition to the tabled report Damian said that:

-Fiona would be doing a micro-credential course to improve her skills so she can better help Chris.

Damian to contact choice of person to take on role

Damian to action.

Damian to action

- -Chris had made some slight changes in her classroom.
- He was in the classrooms every day and seeing top class teaching practice.
- The focus till the end of this year will be on the structured literacy approach.
- Going forward he wanted to see the focus of assessments as being a means to help establish the next steps for a student. Steps that are then integrated in to what happens each day in the classroom.

# **Arts Curriculum Report**

Damian said human resources to help in this area thin on ground, especially for integrating Māormātauranga Māori into the curriculum. Working on this at the CoL level could be fruitful.

To be raised at CoL.

# **Building Report**

Damian said that the geo-tech people had visited and marked out where the new classroom was to go, so there is forward movement.

# Health and Safety Report

Morgan's report tabled.

There was discussion of how stress is a health and safety issue that must be taken seriously.

#### **GENERAL BUSINESS**

### Covid Level Change.

Messages have gone out though all the regular channels.

# **Policy Reviews**

201: Community Partnership, Communication and Consultation Policy

202: Health Curriculum Consultation Procedure

203: Access to School by High Schools

Moved: That the above policies be adopted as tabled.

I Elliot / J Wright Agreed. Home & School Support / Papakaio8Hour Ed said he'd spoked to Carl, and that Carl didn't feel that at present there was too much being asked of them. Fiona said that the future direction was for more direct classroom involvement along with communicating what the funds raised were doing, what they were being used to purchase, and the positive effects that were flowing from that. Lawnmower Logan said that the current mower was fixed last year and is going alright, but that the Board would need to keep in mind that it would need to be replaced sooner or later. He reported to the Board the quotes he'd received for replacing it, with and without a trade-in. Damian to discuss with potential contractors and There was a discussion about using a report back to the Board. contractor, what the cost might be and about what any contractor would be required to do. **MEETING DATES Next Board of Trustees Meeting** Tuesday 14th September 7.00 pm. Staffroom Next meeting Karakia: Cat. Home & School: Wednesday 25th August.

Meeting closed: 8.45.pm

Date: