Minutes of the Papakaio Board of Trustees Meeting

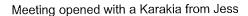
Held at the School, 25th May, 2021.

Present: I Elliot, G Shirley, J Wright, E Finlay (from 7.30pm), R Williams, L

Ferguson.

In Attendance: P Kranz (Minutes Secretary)

Apologies: C Cochrane. **Meeting opened**: 7.08 pm





ADMINISTRATION MATTERS	
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Declaration of Interests	
None declared. Confirmation of Minutes. Moved: That the minutes of the Board of Trustees meeting held on the 13th of April 2021 be accepted as a true and correct record. G Shirley/ J Wright Agreed	
Matters Arising From the Minutes None	
Correspondence In Letter from Lloyd Boxer confirming that in his view the process of appointing the principal was sound. Out None	
REPORTS	
Principals Report Gary had distributed his written report to BoT members. The following were discussed at the meeting:	
Technology awards. We won the three last competition and won the year 7&8 one again this year.	
Roll Numbers Gary ran through the important review dates, the criteria used at those reviews, and the potential	

effects on staffing of the roll numbers being at different levels at the times of those reviews.

He said that in the long term the thing that is going to have the most effect is changes in the immigration regulations.

CoL

The school's access to learning support coordinators is set to improve.

The One Minute Reading Program.

Gary outlined the background to this program, and how it is being used.

<u>Leave</u>

Moved: That Gary be granted two days paid leave to assist with organising a community event.

I Elliot / L Ferguson
Agreed.

Health and Safety

The report from Morgan was discussed. Noted that these reports now include consideration of the wellness of staff.

<u>Financial</u>

Gary said the school was tracking within budget.

Christina was now successfully and comfortably using Xero. Xero was proving to be very valuable for generating reports.

Health and P.E. Syllabus Report.

Gary will distribute an outline of the program (based on the report) as part of the community consultation.

Noted how valuable the swimming program has been.

Absences.

There was a discussion on the media reports on the issue of absences, especially post lock-down.

Gary said that Papakaio has good processes in place around this, and wasn't seeing the same problems other schools were.

Moved: That the above reports be adopted. R Williams / E Finlay Agreed Gary to pass on to Home and School.

GENERAL BUSINESS

Board Election

lan said that since the last meeting he had received further guidance from the School Trustees
Association on the procedures that needed to be followed. Given that, the following were moved:

That the motion from the last meeting (re approaching Morgan to sit on the Board) be rescinded.

G Shirley / I Elliot Agreed

That in order to fill the casual vacancy created by Robyn's resignation a by- election will be held.

I Elliot / J Wright
Agreed

That Christina Shields be appointed returning officer for the BoT by-election.
G Shirley / L Ferguson
Agreed

Financial Access

Agreed

Moved that Damian Brown (as acting Principal in term 3 and permanent principal in term 4) be granted the necessary financial access to VISA and Westpac Accounts.

E Finlay/ R Williams

Property: Replacement Classroom and School Improvement Plans Update

Gary ran through the classroom plans and the probable start dates for building.

There was a discussion on the refurbishing and the playground equipment costs and options.

Finance Sub-Committee.

Before the meeting Gary had distributed material from the School Trustees Association on re-establishing the committee. It was agreed to consider this at the next meeting.

Policies Review

201 Community Partnership Consultation

202 Health Curriculum Consultation

203 Access to School by High Schools

Gary to email out relevant information to BoT members.

lan to action.

Moved: That the above Policies as tabled be adopted. J Wright / I Elliot. Agreed. Papakaio School Trust Ed gave an update to the Board on the Trust's operation. Gary to discuss with Damian and plan his Welcoming Damian induction. There was a discussion on how other schools have welcomed new principals, and what Papakaio might do. It was felt that something should be done, but that it should be low key and reflective of the culture of the school and community. **MEETING DATES Next Board of Trustees Meeting** Tuesday June 29, 7.00pm. Staffroom Next meeting Karakia: Gary. Home & School: 30th June.

Meeting closed: 9.10.pm

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Signed: Date: 23/6/21