



Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

Present: Nick Mackeson-Smith, Janine Irvine, Vijay Patel, Andrew Bason, Anthony Fong, Sanjeev Deva and Anne Marie, Sarah Sutcliffe.

In Attendance Dawn Wood

Apologies: Anne Patel, Sarah Sutcliffe (Late)

Scribe: Janet Glover

Time/Speaker	Ref	Detail	Motion/Action
6.00pm	1.1 1.2	Nick welcomed everyone to the meeting No changes to the Agenda	
6.05pm-6.15pm	2.0		
Welcome	2.1 2.2	The Board participated in a Karakia The Board Chair gave a Mihimihi	
6.15pm-6.30pm	3.0	Administration	
Chair Nick Mackeson-Smith	3.1 3.2	Declaration of Conflict of Interest No declarations Adoption of previous meetings Minutes 21 February 2022 MOTION: That the Minutes of Meeting held on 21 February 2022 be accepted. Moved: Nick Mackeson-Smith MOTION: Agreed	
	4.	Correspondence	
Chair Nick Mackeson-Smith	4.1 4.2	<u>Inwards</u> <ul style="list-style-type: none"> ● Email - Ruth Moloney (Auckland Transport) - Pedestrian Safety Improvements ● Designing Quality Learning Spaces ● ERO Newsletter ● Joint MOE NZSTA Letter ● Email - Frank Wong - Donation to School ● Email - Ellen MacGregor-Reid - Hautū - Te Takanga o Te Wā & Aotearoa New Zealand's histories <p>4.2 ERO has started communications with the Principal. Zoom meetings have been set up for initial review.</p>	

Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

		<p>An email of concern was received from a person not identified as a school parent. The Principal and Board Chair discussed the validity of the letter and replied offering an invite to meet, no reply was received.</p> <p><u>Outwards</u> AT Submission - Pedestrian Improvements - submission was presented by the Board Chair. This was done on an online platform so no copy was kept. Submission to MOE for International Students. A number of staff also personally put forward submissions. Letters available from individuals if requested.</p> <p>Motion: That the inwards correspondence be accepted and the outward correspondence be ratified. Moved: Nick Mackeson-Smith MOTION: Agreed</p> <p>Sarah arrived at the meeting.</p>	
	5.	Monitoring: Annual Plan	
Principal (Janine Irvine)	<p>5.1</p> <p>5.1.1</p> <p>5.1.2</p> <p>5.1.3</p>	<p>Principal's Report - Janine Irvine - Principal The Principal's report was distributed prior to the meeting.</p> <p><u>COVID Attendance</u> Increased to 85% last week. Up to 89.6% by the time of the meeting.</p> <p>Biggest challenge for teachers is being disconnected from others across the school.</p> <p><u>Assurances</u> Attestation for International Students was completed in December 2021. An action plan was presented to the Board</p> <p>Motion: That the International Student Attestation be ratified and the Action Plan be accepted. Moved: Janine Irvine, Nick Mackeson-Smith MOTION: Agreed</p> <p><u>International Students</u> 5 students (one new in Term 1 2022)</p>	



Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

	5.1.4	- Policies review Health and Safety policies are currently up for review.	
	5.1.5	<u>Out of Zone Ballot</u> We have reached a 50/50 split of inzone and out of zone students currently enrolled. Good numbers have been offered places from the March ballot. Continue to encourage enrolments for in zone and out of zone using marketing and reminders to enrol. Motion: That the Principal's Report be accepted Moved: Janine Irvine, Seconded: Anthony Fong MOTION: Agreed	
Treasurer (Vijay Patel)	5.2	<u>Sub- Committee Reports:</u>	
	5.2.1	<u>Finance / Property Committee</u> Vijay was congratulated on chairing his first meeting.	
	5.2.2	<u>Property Report from meeting held on 29 March 2022 (verbal)</u> Finance/Property Minutes and Action Register were distributed prior to the meeting. Vijay presented the Finance and Property report to the meeting. Feedback from the meeting held prior to the Board Meeting. Full minutes will be provided at the next meeting <ul style="list-style-type: none"> - Circuit boards are being updated as a direction from MOE - FYA funded. - Rock Wall is being repaired from damage by a rubbish truck. Insurance covered by the company. - What will be the Health and Safety impact of the pedestrian on Green Lane West - Swimming pool filters will need to be replaced. - Lights covered courts - this will go ahead, to ask the F&F committee to help support this otherwise to be taken from Fixed Assets. 	
	5.2.3	<u>New Building Project - Rooms 1-4 Rebuild</u> Tenders to be sought from the market as soon as possible with a building timetable for the end of the year. There will be a 30% contingency covered by FYA.	

Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

	5.2.4	<p><u>Finance Reports</u> Motion: That the Financial Statements for the month of December 2021 with a deficit of (\$56,974) be accepted Moved: Vijay Patel, Seconded: Sarah Sutcliffe MOTION: Agreed</p> <p>Motion: That the Financial Statements with a deficit of (\$37,877) for the month of February 2022 be accepted. Moved Janine Irvine, Seconded: Sarah Sutcliffe MOTION: Agreed</p> <p>School Donations are steadily coming in.</p>	
	5.2.5	<p><u>Unaudited 2021 End of Year Interim Report</u> Preliminary Interim report was available for review. No action.</p> <p>PTA Accounts to Dec 2021 were received and accepted.</p>	
	5.2.6	<p><u>Health and Safety Committee</u> Sanjeev and Janine presented the Health and Safety Report from meeting held on 16 March 2022</p>	
	5.2.7	<p><u>Personnel Committee</u> Nothing new to report.</p>	
	5.2.8	<p><u>Community Committee</u> Nothing new to report</p>	
	5.2.9	<p><u>Policy Committee - Term 1 Update</u> Refer to Principal's Report - Review underway. Nothing further to report.</p>	
	5.2.10	<p><u>Family and Friends Committee</u> Nothing new to report.</p>	
	5.2.11	<p><u>Student Discipline Committee</u> Nothing to report. Students are very settled at the moment.</p>	
	5.2.12	<p>Moved: That the Committee reports be accepted. Moved: Sarah Sutcliffe, Seconded: Anthony Fong MOTION: Agreed</p>	

Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

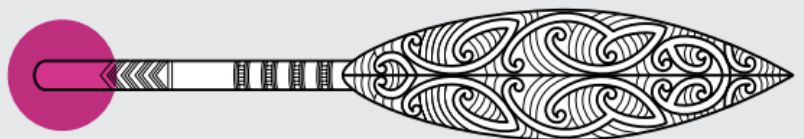
Chair	6.	Strategic Discussions	
	6.1	<u>Communications to Parents</u> The Chair asked for ideas. Assemblies are still on hold until Traffic Light Levels change.	
	6.2	Draft Work Plan 2022 No new recommended changes	
	6.3	Action Register The Action Register was reviewed and updated	
Chair	7.	5. General Business	
		BOT Hours spreadsheet - check columns for hours/minutes Concern of children waiting around the roads during drop off times in the morning. Playing with balls by the road.	
Chair	8.	Self Review – against our role (as required)	
		Hautu - Self Review - Accountability	
		Accountability was started in July 2021. This was deferred until after the Māori Hui was completed and the Board had received followup feedback. (November meeting).	

HAUTAU - SELF REVIEW - Gathering the evidence

Use the questions below to identify the evidence your board has for the representation governance area, in relation to Māori enjoying and achieving education success as Māori.

ACCOUNTABILITY – gathering the evidence

Kakau of the hoe represents meeting responsibilities



Guiding Question:



Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

What evidence is there that Māori students in your school are enjoying and achieving education success as Māori, that the needs and aspirations of your Māori community are being met, that school plans policies and curriculum reflect local tikanga Māori, mātauranga Māori and te ao Māori?

Focus	Evidence	Where are we at?
What evidence do we have that our Māori students are enjoying and achieving education success as Māori?	Reports on individual Māori student achievement (ask what Maroi would like reporting on)	Developing
	Provides a planned programme of instruction in tikanga and te reo Māori for students that reflects whānau aspirations <ul style="list-style-type: none"> - Has some provision for tikanga and te reo Māori for students whose whānau ask for it. - Web page, voice from whanau 	Integrating
	Presents whānau with information on the benefits and outcomes for students who are learning te reo Māori and using tikanga.	Integrating
	Is aware of Ministry funding specifically for te reo Māori learners <ul style="list-style-type: none"> - What funding is available - checking MOE website there is for older student, not specifically for Primary school - Full immersion school - the Board is now aware. - Comment on - Not available to a non-immersion school - Māori and Pacific students 	Emerging
	Monitors its budget to ensure that money spent is improving student language learning and achievement <ul style="list-style-type: none"> - Doing this well 	Developing
	Provides limited funding for programmes that may impact on Māori students enjoying and achieving success as Māori. <ul style="list-style-type: none"> - Kapa haka groups - Steam programmes for Māori - Losing the Steam teacher at the end of last year - this position was not replaced - - Continue to build relationships using the - Literacy/Writing groups can be used for further progress - Waiata and Matariki , Powhiris - COL - to look at this "What programmes 	Emerging



Minutes of a Meeting of the Board of Trustees

29 March 2022 6.00pm - 9.00pm

Zoom Meeting

	<p>support this"</p> <ul style="list-style-type: none"> - Online programmes - nick to send a link - is there any funding through COL - Having staff on site for Māori to have as role models - Focus on building a culturally responsive environment for all students <p>Has an ongoing review cycle to monitor and report the progress towards targets, with a specific reference to Māori student progress, engagement and achievement</p> <p>Uses a cycle of review to develop steps and/or future planning.</p> <ul style="list-style-type: none"> - Get clarification and an understanding of what this means in our school - to go to the next Hui - parents believing that we are successful - Aspirations, local tikanga Māori, mātauranga Māori and te ao Māori (7 aspects) - reads, discusses and forms opinions on school information in regard to Māori students enjoying and achieving education success as Māori. - Continue to providing good teachers - Hui - how to entice more families to attend <p>Has a regular communicated review process to ensure they are meeting the needs and aspirations of Māori students and their whānau. uses review information to strengthen educationally productive partnerships.</p> <ul style="list-style-type: none"> - Hautu is part of our ongoing review cycle 	<p>Integrating</p> <p>Developing</p> <p>Integrating</p>
--	---	---

Chair	9.	In-Committee Meeting: (as required)	
-------	----	-------------------------------------	--

No In-Committee Meeting required.

THE MEETING CLOSED AT 8.30pm