

Board Meeting Minutes – Tuesday 01 August 2023

	Out comes:
1. Administration/Welcome	
1.1 Present	Colleen Margison, Rita Williamson, Ed Cook, Mark Steele, Lara Kendall, Hayley O'Dwyer and April Fang arrived 8.00pm
1.2 Apologies	David Hulley, Terina Jacob, Paul Harder
	Silent – secretary – Helen Bould
1.3 Declaration of interests	Mark Steele is a Director of Dollar for Schools.
1.4 Confirmation of minutes	Actions – all done – NB: Mark has given advice on Term Deposits, ideally taking term for 6 mths. Mark would like to see the bank information prior to roll over period to check advice. Also, as a suggestion – some companies can take on looking at Term Deposits for schools.
1.3 Correspondence	The Presiding Member proposed the minutes of the last meeting be confirmed – seconded by Ed Cook. On Board Site
2.Strategic decisions	
2.1 Strategic decisions made if required	None
3. Monitoring	
2.4 On going our money of the property date in	Principal Report
3.1 Ongoing summary of progress to date in relation to the annual plan	On Board site. Colleen discussed report.



3.2 Expert presentation

3.3 Data analysis

- 3.4 Exploration of key result areas (goals)
- 3.5 Finance and audit report

Principal Report passed - Rita Williamson

Seconded - Mark Steele

Policy – Inclusive Education – passed. Discussion on how to support the community and Pacifica families.

- WSL Within School Leaders presenters
 Vanessa Elliott, Jaqcui McKearney and
 Gemma Drummond. Data slides requested for
 file. Shared information on the WSL format and
 what they have been setting up and
 implementing throughout the school and their
 involvement with the Kahui Ako. WSL
 information for the community requested for
 the school website.
- Mid Year Data Lara and Hayley presented.
- Lara discussed data on writing, reading and maths.
- Hayley discussed data on Māori progress and achievement and explained the work Leah Walker is doing within the classrooms.

None

Financial report - on Board site.

- Discussion regarding 50% of spending ideally happened by this time of the year.
- Balance Sheet Budget 2023 signed by Colleen and Mark and will be scanned to CES.

Finances passed: Mark Steele Seconded: Colleen Margison

Grants – Resolution

 That the Board resolved to apply to Howick Local Board and New NZ Community Trust for a donation of \$15,175.00 to purchase 82 Kapa Haka uniforms.



CHOO	
4.1 Exploration of special issue or project Eg Budget, principal performance agreement, delegations.	 Health and Physical Education – summary of survey findings – document on Board site. Draft statement has been endorsed by 88% of those that not were keen on gender/diversity statement – these parents do have the option of withdrawing their child. A statement to be written in regard to the above and sent out to the school community. Rita to respond to parent who raised concerns. Colleen to draft a statement.
5. Identify Agenda Items for Next Meeting	See 2.1
6. Administration	
6.1 General Business	None
6.2 BOT hours since last meeting	
0.2 BOT Hours since last meeting	Mark Steele – 1 hours
	Rita Williamson – 1 hour
	David Hulley – 0 hours
	Ed Cook – 1 hours
	April Fang – 1 hours
	Terina Jacob– 0 hours
7. Meeting Closure 7.1 Comments on meeting procedures and	
7.1 Comments on meeting procedures and	See 5 and below.



outcomes

7.2 Preparation for next meeting

See actions.

Meeting closed – 10.15pm

Next meeting – Tuesday 05 September 2023 at 7.00pm

See Action Table below:

Actions from this meeting:

WSL Information for school website	Jacqui, Gemma and Vanessa to put together.
Signed 2023 budget sheet to CES	Helen
Response to Katherine Chua	Rita
Draft statement	Colleen