

MINUTES meeting of the Koraunui School Board on 21 September 2022

Meeting opening

1.1 Karakia Timatanga
Meeting opened at 1903

Agenda

2. Administration
3. Strategic decisions
4. Strategic discussions
5. Monitoring
6. Public excluded items
7. Other items

2: Administration

2.1 Present

Spencer Hiess [SH], parent representative
Dave Lamont [DL], Principal
Craig Gilmour [CG], staff representative
Amber Pacheco [AP], parent representative
Renee Madsen [RM], parent representative
Kris Dando [KD], parent representative

2.2 Apologies

Chris Blazkow [CB], parent representative

2.3 Declaration of interests

No declarations.

2.4 Confirmation of previous meeting's minutes

Minutes of the previous meetings were reviewed with no changes.

Motion: That the minutes from the August 2022 meeting are approved as accurate.

Proposed: DL Seconded: CG

2.5 Correspondence

The correspondence received was discussed. MoE going concern letter noted. Tawhai School enrolment zone ending discussed.

3.0 Strategic decisions

3.1: Group brainstorming session had around categories for basing questions during community engagement.

SH will collate and send out suggested questions and formats to BoT members for review.

4.0 Strategic discussions

4.1: School docs.

Discussion around School Docs and the review schedule. Audit noted some policies have not been reviewed within past three years. Will be due to switching to School Docs within that time and unawareness to notify School Docs of review. DL will contact School Docs to have retrospective updating of review dates noted.

Review of feedback from Term 3 topics covered.

4.2: COVID response update

The schools COVID response was discussed. Purifiers still being used in classes as required in conjunction with CO2 monitors. Lots of PPE, RAT and Cleaning/hygiene supplies.

5.0 Monitoring

5.1: Principal's Report

Report Discussed. Points of note were – Sharing with Fraser Cres staff around our Structured Literacy journey and Kahui Ako PLD opportunities. This also extends with DMIC support for Randwick School. DL gave a brief report from the Principals conference he attended in Christchurch. Victoria University Masters students are developing well. We have asked and will support more teaching students next year if required by the Masters programme.

5.2.1: Finance Report

The August 2022 Finance report was discussed.

Motion: That the August 2022 Finance Report is noted as read.

Proposed: DL Seconded: CG

5.2.2: 2021 Auditors report from Deloitte

Discussed.

Will be signed by DL and SH and returned to Deloitte, finalised and then be able to be loaded onto school website.

5.2.2 Mid-year budget review

Discussed mid-year revised budget.

Motion that the reviewed budget has been reviewed and agreed to.

Proposed: DL Seconded: CB

5.2.3 Grant request for New Zealand Community Trust.

Funding request for Basketball uniforms to be submitted to Community Trust.

Motion: The board approves the grant application for sports uniforms totalling \$2,139, be submitted to New Zealand Community Trust.

Proposed: DL Seconded: KD

5.3: Property Report

Discussed. Mentions made of the Kowhai block upgrade, Closure of Pool shed and Playground projects and MoE COVID ventilation funding pool for windows in Kauri block.

Motion: That the August 2022 Property Report is read and accepted.

Proposed: SH Seconded: KD

5.4: Health and Safety Report

Discussed. All injuries that had a head impact were followed up with parent notifications and suggestions of further medical checks if required.

6.0 Public excluded items

Motion: That the public be excluded from the in-committee proceedings of this meeting. The reasons for passing this resolution under section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) are to protect the privacy of natural persons subject to section 7(2)(a) of the LGOIMA.

Proposed: SH Seconded: DL

The Board passed into committee at 2129 and out of committee at 2143.

7.0 Other items (Board set up and operations).

7.1 Bios and Contact details

SH will start introducing BoT members to school community through newsletter entries and Facebook posts.

8.0 Items for next meeting.

Nil

9.0 Karakia Whakamutunga

Meeting closed at 2146.

Next Meeting

2nd November 2022 (possible date change due to NZSTA training)

Minutes of the meeting of the Koraunui School Board 21 September 2022

List of action points - current

Number	Who		Status
17-08-22 #7	ALL	BoT introduction notes and photo or short video to Spencer	•
17-08-22 #8	SH	BoT introductions for newsletter and school Facebook page	•
17-08-22 #11	SH	Recognition of service for Gillian	•
28-09-22 #1	SH	Community consultation questions drafts	•
28-09-22 #2	DL	Contact School Docs to update reviewed policies	•

List of recently completed action points

2021-05-19-#3	DL	Contact the Principal of Tui Glen School to discuss how Tui Glen works with Koraunui Marae including key contacts	• Pending
17-08-22 #1	SH	Update NZSTA with Presiding Member details	• Completed 28/08
17-08-22 #2	SH	email out login and review schedule details to all BoT members	• Completed 21/08
17-08-22 #3	ALL	Review Term 3 documents on School Docs	• Completed
17-08-22 #4	SH	Email out Crowded Places guides	• Completed 28/08
17-08-22 #5	DL	Submit SRS (Special Reason Staffing) Form to MoE Advisor	• Completed 22/08
17-08-22 #6	SH	Send induction email including links to NZSTA website, learning and Appendix 2	• Completed 21/08
17-08-22 #9	SH	Email Admin for School website updates	• Completed 22/08
17-08-22 #10	SH	Recognition of service for Chris and Gillian	• Chris completed – need confirmation of Gillians tenure.

Signatures

These notes are an accurate record of the meeting.



Spencer Hiess, Presiding Member



Dave Lamont, Principal

