

MINUTES meeting of the Koraunui School Board on 06th September 2023

Meeting opening

1.1 Karakia Timatanga
Meeting opened at 7.08

Agenda

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

2: Administration

2.1 Present

Dave Lamont [DL], Principal

Amber Pacheco [AP], parent representative

Chris Blazkow [CB], parent representative (Arrived at 7:25pm)

Kris Dando [KD], parent representative

Craig Gilmour (CG), staff representative

Renee Madsen [RM], parent representative (Arrived at 7:11pm)

Spencer Hiess [SH], parent representative

2.2 Apologies

2.3 Declaration of interests

No new declarations.

2.4 Confirmation of previous meeting's minutes

Minutes of the August board meeting were confirmed as accurate.

Motion: That the August meeting minutes are a true and accurate reflection of the meeting.

Proposed: SH Seconded: CG

Discussion around using the pool and hiring out, more information to come.

2.5 Correspondence

The correspondence received was discussed. Pixsy continue to email, agreed response of NZ Account required for payment sent in reply.

3.0 Strategic decisions

3.1: NZSTA Training - Te Tiriti o Waitangi Pt 2: Members will sign up to attend.

3.2: Charter, Priorities and Annual Goal Development

SH to complete draft presentation for next meeting incorporating suggested edits from DL for wordings.

4.0 Strategic discussions

4.1 School docs.

Feedback and questions discussed.

The Kahui Ako Learning Support Coordinator is a well utilised resource as support for inclusive education and support for students that need it.

DL will email School Docs admin to have RTLB policy removed.

4.1.1 KCC external review feedback

External review report yet to be received. DL will share once received. Review process discussed as new process for several BoT members.

4.2 Strategic Plan Consultation Development

See 3.2 – SH to bring draft plan to next meeting.

4.3 NZSTA Code of Conduct

Final signed copies received and uploaded into BoT folder.

5.0 Monitoring

5.1: Principal's Report

Report Discussed.

Banked staffing being managed by Dave.

Staff wellbeing is being closely monitored by leadership team. Many students with behaviour and health needs have been showing challenging behaviours within class and school. Many come from complex environments outside of school that then present while children are at kura.

Principals Coaching and Wellbeing Fund – DL requests this be deferred to 2024 and maintained in a 'ring fenced' pool.

Motion: That the BoT agrees to defer spending of the Principals Coaching and Wellbeing allocation to 2024.

Proposed: DL Seconded: AP

Special Reason Staffing application – DL will submit this to the MoE in line with previous applications and new addition for escalation of complex behavioural needs.

Midyear data reviews happening with teachers to refine their Tern 3 and 4 development plans.

DMIC – continued implementations but now looking at BAU levels of support and building up internal capabilities for peer coaching ensuring sustained development of staff.

Unacceptable behaviour from students continue to flare up and are being addressed as needed including trying to identify and address root causes.

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Equity index score – Unknown at this stage what the scoring for Koraunui School will be. Impacts upon finances for school and staffing may result if shifts. General feeling amongst principals is sceptical.

ERO report – Board reviewed this and happy for SH to reply and confirm as fair and accurate.

Proposed: SH Seconded: CG

Makahika RAMS – require sign off from BoT for attendance. SH has reviewed and no concerns. Nil raised by other BoT members. SH will sign on behalf of BoT and DL to send to Makahika.

5.2: Finance Report

The July 2023 Finance reports were discussed. In a positive financial position again due to tight monitoring by DL. Items of Significance are due to miscodes by a new staff member at Education Services.

Motion: That the July 2023 Finance Report is noted as read.

Proposed: SH Seconded: CB

5.2.1 Draft Budget

The draft budget for the remainder of 2023 discussed. Requires tight financial management but also provides contingency for Kowhai block contributions.

Motion: That the revised 2023 budget is supported.

Proposed: DL Seconded: CB

5.2.2 Fundraising

CG proposes a fundraising opportunity of Koraunui School branded hats and drink bottles.

Motion: The BoT approves the branded merchandise fundraising proposal.

Proposed: CG Seconded: KD

5.3: Property Report

The PE Shed watertightness issue is still with project manager.

Kowhai block upgrade continues with good momentum.

Fencing project – still to be completed but chasing up with company regularly.

Security system request is with MoE for funding approval.

He Puawai trust request to use school gardens for school community to learn about garden and develop skills. Excess produce will continue to be used to support student learning.

EECA/DEC lighting assessment – indicative estimate of savings provided for a switch to LED lighting through the scheme.

Motion: That the June 2023 Property Report is read and accepted.

Proposed: AP Seconded: KD

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5.4: Health and Safety Report

Discussed. Mainly falls and trips with minor bumps. High level of 'Staff' reports is due to back capturing students hitting teacher who didn't realise they needed to be reported.

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: KD

The Board passed into committee at 2129 and out of committee at 2159.

7.0 Other Items (Board setup and Operations)

Nil

8.0 Items for next meeting.

Nil

9.0 Karakia Whakamutunga

Meeting closed at 2200

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List of action points - current

Number	Who		Status
10-05-23 #2	DL	Seek out restraint authorisation template from Principal peers	•
10-05-23 #3	DL	Obtain KCC attendance dues reports for June meeting	•
10-05-23 #4	DL & AP	School pool policy and guides	•
06-09-23 #1	DL	Contact School Docs to remove RTLB policy	•
06-09-23 #2	SH	Draft presentation for Strategic Plan review	•
06-09-23 #3	SH	Reply to ERO re: Review	•
06-09-23 #4	SH	Sign off of Makahika RAMS for camp	•
			•
			•

List of recently completed action points

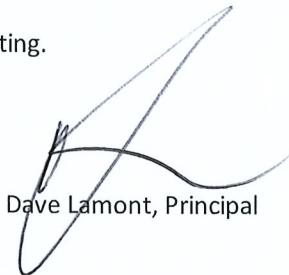
10-05-23 #1	ALL	Register for NZSTA training	• Cancelled due to KA specific session being run instead
			•
			•
			•
			•
			•

Signatures

These notes are an accurate record of the meeting.



Spencer Hiess, Presiding Member



Dave Lamont, Principal

