

## MINUTES meeting of the Koraunui School Board on 22 February 2023

### Meeting opening

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#### 1.1 Karakia Timatanga

Meeting opened at 1903

### Agenda

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

### 2: Administration

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#### 2.1 Present

Spencer Hiess [SH], parent representative  
Dave Lamont [DL], Principal  
Amber Pacheco [AP], parent representative  
Chris Blazkow [CB], parent representative  
Kris Dando [KD], parent representative  
Craig Gilmour [CG], staff representative

#### 2.2 Apologies

Renee Madsen [RM], parent representative

#### 2.3 Election of Presiding Member for 2023.

Election run by CG. Single nomination by KD for SH. Seconded by CB. Nomination accepted by SH. Unanimous vote. Note – RM had been consulted by SH prior to meeting to see if interested in role. Not interested in role at this stage.

#### 2.4 Barbara Hay – Civil Defence Preparedness

Barbara Hay given speaking rights to present to BoT around Koraunui School as a hub during Civil Defence incident and school community involvement in this. Further discussions to occur around BoT/Schools role further than providing facilities. Happy to garner interest within school community using the Facebook page. Barbara will also check with other schools.

#### 2.5 Declaration of interests

No new declarations.



## 2.6 Confirmation of previous meeting's minutes

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Minutes of the December meeting TBC.

## 2.7 Correspondence

The correspondence received was discussed.

Discussion around response to copyright breach discussed. Further guidance around legality of claim to be sought.

DL advised of pre-emptive notice that Office of Auditor General will be publishing information noting school had been running ongoing deficit. MoE aware also.

## 3.0 Strategic decisions

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### 3.1: 2022 Analysis of Variance

Discussed the results and variance. Positive results with the Structured Literacy programme.

The DMIC programme continues to be a positive for both students and staff. Confidence and capability continuing to grow with mentoring and support.

Work continues ensuring assessments are consistent withing school and across the Kahui Ako providing a positive continuity of information through pathways to intermediate and college.

### 3.2: Charter, Priorities and Annual Goal Development

BoT members to work on draft Governance goals between meetings within Property, Governance and Finance umbrellas.

### 3.3: Strategic Planning

SH to post information to FB page, provide to Dave for inclusion in Panui and, to Sharron for Website. Initially

## 4.0 Strategic discussions

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### 4.1 School docs.

Term 1 reviews open.

BoT members to complete between meetings.

### 4.2 Board Code of Conduct

Discussed and confirmed no changes required for 2023. All have previously signed so no need to resign for 2023.

## 5.0 Monitoring

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### 5.1: Principal's Report

Report Discussed.

### 5.2: Finance Report

The December 2022 and January 2023 Finance reports were discussed.



## Minutes of the meeting of the Koraunui School Board 22 February 2023

*Motion: That the December 2022 and January 2023 Finance Reports are noted as read.*

Proposed: DL    Seconded: CG

### 5.3: Property Report

Discussed. DL maintaining squeaky wheel with property managers for flooding preventative measures to become more of a priority before winter.

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

Proposed: SH    Seconded: AP.

### 5.4: Health and Safety Report

*Discussed. All minor injuries.*

## 6.0 Public excluded items

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*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 project the privacy of natural persons subject to section 7(2)(a) of the LGOIMA.*

Proposed: SH    Seconded: DL

The Board passed into committee at 2047 and out of committee at 2103.

## 7.0 Other Items (Board setup and Operations)

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### 7.1: Board delegations (as outlined in Schooldocs)

All carried over. DL working on an itemised list.

### 7.2: Member contact details

No changes for 2023.

### 7.3: 2023 Board Meeting Dates

Dates for 2023 confirmed. Note – some minor changes from standard dates due to known availability conflicts. Further will be work on as required.

## 8.0 Items for next meeting.

Nil

## 9.0 Karakia Whakamutunga

Meeting closed at 2151.



**Minutes of the meeting of the Koraunui School Board 22 February 2023**





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List of action points - current

Number	Who		Status
17-08-22 #11	SH	Recognition of service for Gillian	• Sent to NZSTA – awaiting certificate.
2022-11-09-#1	SH / DL	Update previous minutes and sign as final	•
2022-11-09-#2	DL	Email updated Bank Card policy to School Docs.	•
2022-11-09-#3	DL	Enquire into reallocating funds for painting Kowhai block into roofing for hall.	•
			•
			•
			•

List of recently completed action points

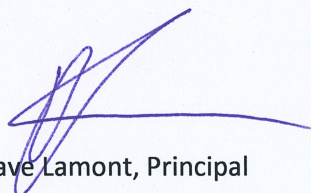
17-08-22 #7	ALL	BoT introduction notes and photo or short video to Spencer	• Completed
17-08-22 #8	SH	BoT introductions for newsletter and school Facebook page	• Completed
17-08-22 #11	SH	Recognition of service for Gillian	• Awaiting start date reply
28-09-22 #1	SH	Community consultation questions drafts	• Completed
28-09-22 #2	DL	Contact School Docs to update reviewed policies	• Completed
28-09-22 #3	DL / SH	Sign documents and forward to auditor	• Completed

Signatures

These notes are an accurate record of the meeting.



Spencer Hiess, Presiding Member



Dave Lamont, Principal

