

## Meeting Minutes December 10th 2024

### 1. Administration Matters

**Apologies:** D Kaka

**Present:** M Shaw, M Norman, K Paraone, R Torr, D Rogers and M Tito. E Podal joined the meeting at 4:30 pm.

### 2. Board Correspondence

The Board agrees in principle for the kapa haka roopu to support the Waitangi event in 2025. D Rogers to communicate with the teacher in charge.

### 3. Financial Report

**Resolved:** “**That** the analysis of the financial accounts be approved.”

D Rogers/R Torr

### 4. Policy Review: Legal Responsibilities Policy

- a. Pandemic Plan sits inside the Health and Safety Policy. The process needs updating at a procedural level with staff.
- b. Board Assurance (ERO) is our external evidence that we are following this policy.

**Resolved:** **That** the review of the Health and Safety and the Legal Responsibilities policies be accepted.”

M Shaw/D Rogers

Note: RAMS need to be updated.

### 5. Curriculum Review: Social Science: Not reported on. Deferred to next year.

**Resolved:** **That** the Board insists that the Principal ensure that Staff adhere to curriculum overview and report on it.”

D Rogers/M Shaw

### 6. Strategic Focus: Literacy and Numeracy Targets

Strategic Plan 2024 including the

**Principal’s Report:** Ongoing summary of progress to date.

**Resolved:** “**That** the Board record a heartfelt vote of thanks to the staff and students for the overall improvement in the writing targets.”

K Paraone/E Podal

Principal outlined a strategy to improve the writing results for the ‘well-below’ students.

**Resolved: That** the Board supports staff member X to finish her Master’s qualification to the tune of \$2,500.”

D Rogers/M Norman

(One declaration of a conflict of interest.)

**Resolved: That** the principal’s report be adopted.

D Rogers/M Tito

7. **Approval for 2025 Urupukapuka Camp sought (before February 3rd)** Left on the table for further information to be added.

8. **Staff Report**

R Torr spoke to his report. Points noted.

Member Paraone expressed on behalf of the Board appreciation for the work of the staff under the challenges they have faced this year with staff shortages.

9. **Special Topic: Property**

**Resolved: “That** the Board accept the quote K and M Painting and Plastering services for the exterior repaint.”

(One declaration of a conflict of interest.)

D Rogers/R Torr

Condition report on flooring and minor items tabled. Capital works still to come. Will all feed into the updated Ten Year Property Plan.

10. **Previous Meeting Minutes** taken as read.

11. **Meeting Closure**

Comments from the Presiding Member about the state of the nation.

[illegible]