



# Spotswood Primary School

School Board Agenda - Monday 6 June 2023 at 6 pm

School value focus - Kōrero

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1	Administration:	Policy ref:	Led by:	Time:
	1.1 Consent agenda a. Present : Mark Fisher (Principal,) Sarah Whitehead, Dulcina Beynon, Sandra Gower, Lyndal Cotter (Secretary), Thing-Ming Yin. Via Zoom- Jennifer Lim, Daniel Hurley b. Apologies- nil c. Declaration of interests d. <a href="#">Record of hours worked in preparation for June Board meeting</a> - Please fill the Google Sheets page in for each meeting e. Date and time of upcoming meetings for 2023: <ul style="list-style-type: none"> <li>• Tuesday 6 June at 6 pm</li> <li>• Monday 17 July (first day of Term 3)</li> <li>• Monday 7 August</li> <li>• Monday 4 September</li> <li>• Monday 9 October (first day of Term 4)</li> <li>• Monday 6 November</li> <li>• Monday 4 December</li> </ul>	GP1 - Board roles and responsibilities	DB	5 minutes
2	Decisions			
	1 Board decisions <ul style="list-style-type: none"> <li>• Motion: That the creditors for April 2023 totalling \$38006.44 and direct/automatic payments of \$8858.15 to be confirmed. Moved/Seconded Beynon/Yin</li> <li>• Motion: That the creditors for May 2023 totalling \$31823.57 and direct/automatic payments of \$33416.16 to be confirmed. Moved/Seconded Beynon/Gower</li> <li>• Motion: That the Board applies to the Lion Foundation for a grant of \$15k to purchase more iPads for the students. Moved/Seconded Beynon/Whitehead</li> <li>• Motion: That the Board applies to the Pelorus Trust for a grant of \$10k to purchase more iPads for the students. Moved/Seconded Beynon/Gower</li> <li>• Motion: That the Board approves the National Young Leaders Day trip for House Leaders in Palmerston North on 23 and 24 May. Moved/Seconded Beynon/Yin</li> </ul> 2.2 Principal decisions: No motions to present.	GP1 - Board roles and responsibilities  OP4 - Financial planning  OP4.1 - Financial condition  OP4.2 - Asset protections  OP3 - Personnel OP6 - Health and safety	DB	15 minutes

3	<b>Strategic Discussions</b>			
	<p>Environmental scan / What's on top? What has happened since our meeting and why does it matter?  Lots of sickness currently with staff and students. Parents are choosing to keep their children home due to the weather. It was discussed working parents send their children to school, stay at home parents tend to keep them home more often.  We have had a few issues with students refusing to come to school. We can assist but it is the parent's responsibility to get their children to school.</p> <p>3.1 No items to be discussed.</p> <p>3.2 Policy to review:</p> <p style="text-align: center;"><a href="#">GP4: Conflict of interest policy</a></p> <p>One grammatical error noted and corrected.</p>	<p>GP1 - Board roles and responsibilities</p> <p>GP2 - Board conduct policy review</p> <p>OP6 - Health and Safety</p>	DB	10 minutes
4	<b>Monitoring and Review:</b>			
	<p>4.1 Variance to the Annual Plan (see Principal's Report)</p> <p>4.2 Reports:</p> <ul style="list-style-type: none"> <li>• <a href="#">Principal's Report 6 June 2023</a></li> </ul> <p>Mark moved that his report is accepted/ Seconded by Beynon</p> <p>Sarah inquired how are the students settling into their new classrooms after the changes last week. Mark replied very settled except for Room 4 due to their teacher being sick and then on a course for 2 days.  Discussion on Room 7 roll and how many new students have not had any pre-school. This impacts their learning when starting school.  Three previous students that have been stood down. They do not have many days left before they will need to come before the Board Disciplinary Committee. One student is now refusing to come to school. He wants to be kicked out of school and is doing all he can to get this to happen. Sandra has contacted may agencies trying to get the help and support he needs. There are a lot of complex cases at school presently. Cina inquired how the counsellor in schools is working out. A time table needs to be set up for her.  Jordan our new teacher aide is really helping in the playground especially before school and during morning tea and lunch play.  He is very popular with the students, and keeping students calmer in the playground.  Sarah inquired how the parking is going outside school. Still parents are parking on the yellow lines picking up and dropping off students. Central government aims to get more cars off the road. They have provided funding for Waka Kotahi and the NPDC to work together to improve cycle ways and slow down traffic outside schools. We are possibly getting a raised pedestrian crossing, another raised one outside countdown and also one at the college hoping this will slow down the traffic.</p> <ul style="list-style-type: none"> <li>• Financial Report - Please see <a href="#">Governance Report for April 2023</a> (Note that the report is entitled 'Management Report' but it is the governance report because it does not contain full financial details for the school)</li> </ul> <p>No items to raise from the report.</p>	<p>GP1 - Board roles and responsibilities</p> <p>OP1 - Responsibilities of the principal</p> <p>OP4 - Financial planning</p> <p>OP4.1 - Financial condition</p> <p>OP4.2 - Asset protections</p>	DB	10 minutes
5	<b>Identify agenda items for next meeting:</b>			
	5.1			

	<ul style="list-style-type: none"> <li>EOTC procedures</li> </ul>			
6	Administration:			
	6.1 Minutes of previous meeting approved <a href="#">Link to draft minutes of previous meeting (May)</a> 6.2 Correspondence received and approved	GP1 - Board roles and responsibilities	DB	10 minutes
	Meeting closure: 7pm			
	7.1 Comments on meeting procedure and outcomes: What difference did this meeting make to student learning, progress, achievement and wellbeing?  7.2 Preparation for next meeting - discussions coming up  7.3 Karakia whakamutunga  <b>Unuhia, unuhia</b> <i>Draw on, draw on,</i> <b>Unuhia ki te uru tapu nui</b> <i>Draw on the supreme sacredness</i> <b>Kia wātea, kia māmā, te ngākau, te tinana, te wairua i te ara takatā</b> <i>To clear, to free the heart, the body and the spirit of mankind</i> <b>Koia rā e Rongo, whakairia ake ki runga</b> <i>Rongo, suspended high above us (i.e. in 'heaven')</i> <b>Kia tina! TINA! Hui e! TĀIKI E!</b> <i>Draw together! Affirm!</i>			
<b>Correspondence:</b>				
Emails to Presiding Member				
In				
Out				
<b>Readings for next meeting:</b>				
None				
<b>Evaluation of meeting:</b>				
<a href="#">Evaluation of June 2023 Board meeting Google Form</a>				
<b>List of current delegations:</b>				
Performance Agreement Committee - Dulcina Beynon Student Behaviour Management Committee - All Board Members Finance Committee - Dulcina Beynon, Jen Lim, Sarah Whitehead, Lyndal Cotter and Mark Fisher Review Committee - All Board Members EdPay Authorised Users - Lyndal Cotter and Mark Fisher				
Declaration of interests register				
Name:	Description of interest/relationship/holdings:	Possible Conflict:		

Mark Fisher	Wife is staff member (Teacher/Team Leader)	Personnel
Lyndal Cotter	Husband is relieving on-call caretaker	Personnel
Tiffany Rice	Sister is teacher, brother-in-law is principal	Personnel
Kirstyn Fisher	Husband is Principal	Personnel

**Presiding Member Signature:**



**Date:**