

Spotswood Primary School

School Board Agenda - Tuesday 5 March 2024 at 7 pm



School value focus - Me ako tātou - We are all learning together

Karakia timatanga

He kore He kore *From the nothingness*
 He po He po *Into the different stages of darkness*
 He ao He ao *And finally into the world*
 Takiri mai te ata *As night turns into day*
 Korihi te manu *The birds sing*
 Tino awatea *And daylight is here*
 Ka ao ka ao *Into the world*
 Ka awatea *Into the daylight*
 Tihei mauri ora *!We are alive (sneeze forth the essence of life)*

1 Administration:	Policy ref:	Led by:	Time:
1.1 Consent agenda a. Present : Mark Fisher (Principal,) Dulcina Beynon, Sandra Gower, Lyndal Cotter (Secretary), Jennifer Lim, Daniel Hurley, Thing-Ming Yin, Sarah Whitehead a. Apologies b. Declaration of interests- no change c. Record of hours worked in preparation for March Board meeting d. Date and time of upcoming meetings for 2024: <ul style="list-style-type: none"> • Tuesday 9 April at 7 pm • Tuesday 7 May at 7 pm • Tuesday 4 June at 7 pm • Tuesday 2 July at 7 pm • Tuesday 6 August at 7 pm • Tuesday 3 September at 7 pm • Tuesday 15 October at 7 pm • Tuesday 5 November at 7 pm • Tuesday 3 December at 7 pm 	GP1 - Board roles and responsibilities	MF	5 minutes
2 Decisions			
2.1 Board decisions <ul style="list-style-type: none"> • Motion: That the creditors for January 2024 totalling \$45684.77 and direct/automatic payments of \$42620.55 to be confirmed. Moved/Seconded Beynon/ Whitehead Agreed • Motion: That the NYLD//24 overnight trip to Palmerston North for the house leaders, Jody Barker and Mark Fisher on Tuesday 14 and Wednesday 15 May is approved. Moved/Seconded Beynon/ Yin Agreed • Motion: That Alison Christie is granted leave without pay from Monday 4 June to Friday 5 July. Moved/Seconded Beynon/ Lim Agreed • Motion: That Jody Barker is granted leave without pay from Monday 27 May to Friday 21 June. Moved/Seconded Beynon/ Hurley Agreed 	GP1 - Board roles and responsibilities OP4 - Financial planning OP4.1 - Financial condition OP4.2 - Asset protections OP3 - Personnel OP6 - Health and safety	TBC when Presiding Member is elected	5 minutes

	<p>2.2 Principal decisions:</p> <p>No motions to present.</p> <p>Principal Report Tuesday 5 March 2024</p> <p>Ming inquired about the quote for the fans being installed into classrooms. There was a discussion on this and the fans would be commercial/industrial grade. Installed high on the ceiling. The board agreed to proceed. Mark will contact Glen at Ardern Peters. Discussion on the Young Leaders conference. Staying in Feilding this year, all linen supplied. Four cabins- one for Jody, one for Mark one for the girls and one for the boys.</p> <p>Moved/Seconded Fisher/Whitehead</p>			
3	Strategic Discussions			
	<p>Environmental scan / What's on top? What has happened since our last meeting and why does it matter?</p> <p>3.1 Water Safety Fundraising – This group meet yesterday. An easter raffle will be set up. Other ideas disco and sausage sizzle.</p> <p>3.2 Policy review: OP7: Child protection policy</p> <ol style="list-style-type: none"> How does this policy improve outcomes for students at our school? Does this policy make sense and is it reasonable to implement? How does this policy meet the values and aspirations of Te Ao Māori and Te Tiriti o Waitangi? How does this policy address the needs of our students in relation to learning, progress, achievement and wellbeing? Are there any changes in national/local settings that should be addressed in relation to this policy? <p>Discussion on this and Mark reported that he processes a report of concern approximately once a month. Reports of concern are made if a child makes a disclosure that is serious. We err on the side of caution and make a Report of Concern with the hope that the correct authorities will investigate.</p> <p>Discussion on students coming to school with no shoes and no bags. The possibility that the government may stop school lunches was also talked about.</p>	<p>GP1 - Board roles and responsibilities</p> <p>GP2 - Board conduct policy review</p> <p>OP6 - Health and Safety</p>	<p>MF</p> <p>DB</p>	<p>10 minutes</p> <p>10 minutes</p>
4	Monitoring and Review:			
	<p>4.1 Variance to the Annual Plan (see Principal's Report)</p> <p>4.2 Reports:</p> <ul style="list-style-type: none"> Principal Report Tuesday 5 March 2024 Financial Report - Please see Governance Report for January 2024 <p>The Board professional development was updated. Cina completed a webinar on "How to lead an effective board." One thing that she was informed if she is absent from a board meeting the principal cannot chair the meeting. Another board member must do this. Jen asked how the West Principals group was going. Mark replied going very well. Spotswood is hosting a MAC Tuakana Regional Hui tomorrow. As a school we have been part of the MAC for more than 6 years. Damon Ritai and Scott Walden are no longer able to facilitate hui with these schools. The schools now have to work on their own. This is the first hui without the support of Damon and Scott.</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>	<p>DB</p>	<p>5 minutes</p>

5	Identify agenda items for next meeting:			
	<ul style="list-style-type: none"> ● Report on Water Safety Committee fundraising 			
6	Administration:			
	6.1 Minutes of previous meeting approved Moved/Seconded Beynon/Lim Agreed Link to draft minutes of previous meeting (February) 6.2 Correspondence received and approved	GP1 - Board roles and responsibilities	DB	10 minutes
7	Meeting closure: 8.15pm			
	7.1 Please complete the meeting evaluation: Meeting Evaluation Google Form 7.3 Karakia whakamutunga Unuhia, unuhia <i>Draw on, draw on,</i> Unuhia ki te uru tapu nui <i>Draw on the supreme sacredness</i> Kia wātea, kia māmā, te ngākau, te tinana, te wairua i te ara takatā <i>To clear, to free the heart, the body and the spirit of mankind</i> Koia rā e Rongo, whakairia ake ki runga <i>Rongo, suspended high above us (i.e. in 'heaven')</i> Kia tina! TINA! Hui e! TĀIKI E! <i>Draw together! Affirm!</i>			
Correspondence:				
Cina received Marks Principals collective agreement form in the mail to sign off.				
Emails to Presiding Member				
In				
NZSTA newsletters				
Out				
None				
Readings for next meeting:				
None				
List of current delegations:				
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

Approval of Minutes

Presiding Member: Dulcina Beynon

Presiding Member Signature: 

Date Minutes Signed: 9 April