

Spotswood Primary School

School Board Agenda - Monday 6 March 2023 at 6 pm

School value focus - Kōrero

1	Administration:	Policy ref:	Led by:	Time:
	<p>1.1 Consent agenda</p> <p>a. Present Mark Fisher (Principal,) Dulcina Beynon, Sandra Gower, Lyndal Cotter (Secretary), Jennifer Lim, Thing-Ming Yin, Sarah Whitehead, Daniel Hurley</p> <p>b. Apologies Nil</p> <p>c. Declaration of interests</p> <p>d. Record of hours worked in preparation for February Board meeting - Please fill the Google Sheets page in for each meeting</p> <p>e. Date and time of upcoming meetings for 2023:</p> <ul style="list-style-type: none"> Monday 3 April at 6 pm 	GP1 - Board roles and responsibilities	DB	5 minutes
2	Decisions			
	<p>2.1 Board decisions</p> <ul style="list-style-type: none"> Motion: That the creditors for January 2023 totalling \$11934.46 and direct/automatic payments of \$21387.75 to be confirmed Moved/Seconded Beynon/Yin Agreed Motion: That the School Board applies for a grant of \$20,052.50 through Pub Charity Ltd to purchase new Chromebooks, iPads and storage cabinets for Chromebooks. Moved/Seconded Beynon/Gower Agreed Motion: That the School Board applies for a grant of \$20,052.50 through the Aotearoa Gaming Trust to purchase new Chromebooks, iPads and storage cabinets for Chromebooks. Moved/Seconded Beynon/Whitehead Agreed <p>2.2 Principal decisions:</p> <p>No motions to present.</p> <p>Principal's Report 6 March 2023 Mark moved that his report is accepted/ Seconded by Ming.</p> <p>Ming enquired regarding the Ed services report where the dates looked in correct. Mark will look into this.</p> <p>Sarah and Ming asked about the funding application for the same amount twice. Mark explained we may only receive a portion from each and that way we could be more successful from two different sources.</p>	<p>GP1 - Board roles and responsibilities</p> <p>OP4 - Financial planning</p> <p>OP4.1 - Financial condition</p> <p>OP4.2 - Asset protections</p> <p>OP3 - Personnel</p> <p>OP6 - Health and safety</p>	DB	15 minutes

	<p>Mark advised the board about the teacher collective agreement, and the possibility of a teacher strike on 16 March. The school community will be advised. Support staff to continue to work, no students will be attending school on that day. He was not sure if Principal were also striking. He would inform the board as soon as he was updated. Dulcina asked if there was anything the board could do to help. Mark responded just be aware of what is happening. Votes close at 5pm on Wednesday, for the teachers it is about the pay not about the conditions. PPTA selected that day, so all teachers will walk off the job.</p>			
3	<p>Strategic Discussions</p>			
	<p>Environmental scan / What's on top? What has happened since our meeting and why does it matter?</p> <p>Kapa haka is going well. The students are mesmerized by the tutor. Sandra is confident the students are enjoying the lessons and having fun.</p> <p>Ming asked have the school received any wet weather games from the community. Mark replied none have been received.</p> <p>3.1 Discussion on the school pool and swimming lessons. Swimming lessons have gone really well, the students have love it. Feedback from Fulton swim school also have enjoyed teaching our students. We had received a great supply of togs and towels, which have been used each swimming day. Sarah asked can we get the pool fixed. Mark responded is will cost approx half a million or more. Mark commented the lessons this year students learnt more. Mark suggested a pool committee to be formed away from the board to raise money for a new pool. Ming asked what the total cost for swimming lessons this year, it was approx. \$20,000.00. Jennifer inquired how much does it cost to maintain our pool. Approx \$1000.00. Dulcina would like to go ahead with a new pool. Mark will inquire on new costs from Mayfair pools. Mark doesn't want this to become a board issue. He will organise a meeting in the next couple of weeks for our community to attend and hopefully form a Pool committee. He would like the board and staff to attend the meeting as well.</p> <p>3.2 Policy review: Please see Principal's report. Section C of the Spotswood Primary Governance Manual and Policy Framework should be reviewed. This section outlines meeting procedures and responsibilities of Board members. Mark advised please have a look at the policy.</p>	<p>GP1 - Board roles and responsibilities</p> <p>GP2 - Board conduct policy review</p> <p>OP6 - Health and Safety</p>	DB	20 minutes
4	<p>Monitoring and Review:</p>			
	<p>4.1 Action Plan (see end of agenda)</p> <p>4.2 Variance to the Annual Plan (see Principal's Report)</p> <p>4.3 Reports:</p>	<p>GP1 - Board roles and responsibilities</p> <p>OP1 - Responsibilities of the principal</p>	DB	10 minutes

	<ul style="list-style-type: none"> Principal's Report 6 March 2023 Financial Report - Please see Governance Report for January 2023 	<p>OP4 - Financial planning</p> <p>OP4.1 - Financial condition</p> <p>OP4.2 - Asset protections</p>		
5	Identify agenda items for next meeting:			
	5.1 <ul style="list-style-type: none"> 			
6	Administration:			
	<p>6.1 Minutes of previous meeting approved</p> <p>Link to draft minutes of previous meeting (February)</p> <p>Dulcina moved and seconded Daniel</p> <p>6.2 Correspondence received and approved</p> <p>Dulcina received audit form to fill out.</p> <p>Walking bus information.</p>	<p>GP1 - Board roles and responsibilities</p>	DB	10 minutes
7	Meeting closure: 7.15pm			
	<p>7.1 Comments on meeting procedures and outcomes: What difference did this meeting make to student learning, progress, achievement and wellbeing?</p> <p>7.2 Preparation for next meeting - discussions coming up</p> <p>7.3 Karakia whakamutunga</p> <p>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></p>			
Correspondence:				
Emails to Presiding Member				
In				
Out				
Readings for next meeting:				
None				
Evaluation of meeting:				

[Evaluation of March 2023 Board meeting Google Form](#)

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

Action Plan				
Date Action Arose	Board member responsible	Agenda item	Action	Completion of action due