

Spotswood Primary School

School Board Agenda - Monday 4 September 2023 at 6.30 pm

School value focus - Kōrero

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 wo*
 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 *I/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,) Sandra Gower, Lyndal Cotter (Secretary), Jennifer Lim, Daniel Hurley, Thing-Ming Yin, Sarah Whitehead a. Apologies - Dulcina Beynon, b. Declaration of interests (please see list below) c. Record of hours worked in preparation for September Board meeting - Please fill the Google Sheets page in for each meeting d. Date and time of upcoming meetings for 2023: <ul style="list-style-type: none"> Monday 9 October (first day of Term 4) Monday 6 November Monday 4 December 	GP1 - Board roles and responsibilities	DB	5 minutes
2	Decisions			
	1 Board decisions <ul style="list-style-type: none"> Motion: That the creditors for August 2023 totalling \$35635.90 and direct/automatic payments of \$51886.25 to be confirmed. Moved/Seconded Fisher/Yin Agreed Motion: That the school applies to the Toi Foundation for an Annual Grant of \$3k Moved/Seconded Fisher/Whitehead Agreed 2.2 Principal decisions: Dan and Cina will be attending the NZSTA Course on the new planning and reporting requirements. No motions to present.	GP1 - Board roles and responsibilities OP4 - Financial planning OP4.1 - Financial condition OP4.2 - Asset protections	DB	5 minutes
3	Strategic Discussions			
	Environmental scan / What's on top? What has happened since our meeting and why does it matter? 3.1 New planning and reporting requirements for schools	GP1 - Board roles and responsibilities	DB	20 minutes

	<p>The school is using the Ministry of Education template on what we should be doing. Community consultation, using iPads and a Google Form, on parent/caregiver aspirations for their children will be gathered at the Maunga musical and Moana/Awa Arts Exhibition. The results of the feedback will be presented to whānau at a hui, early Term 4. A draft strategic plan will then be created which will then be presented to the community for consultation. We need to show that we are accommodating the underserved in our community. Te reo and tikanga Māori, attendance and the Refreshed Curriculum are important for us to consider and will likely feature in the Strategic Plan.</p> <p>3.4 Policy to review:</p> <p>GP6: Staff representative role description policy No additions or alterations required.</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's Report 4 September 2023 <p>Ming inquired about the person wishing to hire the hall for craft sales. Discussion on what the school benefits from this happening \$40 a month. With no security, items in the hall could get damaged. The Board agreed that this should not go ahead.</p> <p>Jen inquired about the Health Curriculum from the previous meeting re health talks for Maunga girls, in particular. Sandra will talk to Becs Battaerd the Public Health Nurse. She has been helping several of our families this year. Jen will also contact the paediatric department at the hospital to see if they can help with menstrual talks. Sandra also commented that Life Ed have talks on these topics. Mark mentioned the finances are tracking well for this time of year. Moved Fisher/ Secoded Hurley</p> <ul style="list-style-type: none"> Financial Report - Please see Governance Report for July 2023 (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) <p>Mark asked if there were any questions, Jen asked about items of significance – re the Duffy donation and Toi Foundation Grant. The Duffy donation have been received and The Toi foundation grant was received in December 2022. Mark queried with Krysta from Ed Services why these items appeared in this report.</p> <p>A Finance Committee meeting was scheduled for Monday 11 September at 12pm.</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	Identify agenda items for next meeting:			
	<p>5.1</p> <ul style="list-style-type: none"> No specific items were identified 			
6	Administration:			
	<p>6.1 Minutes of previous meeting approved Moved Fisher/Secoded Whitehead</p> <p>Link to draft minutes of previous meeting (August)</p>	GP1 - Board roles and responsibilities	DB	10 minutes

6.2 Correspondence received and approved					
Meeting closure: 7.30pm					
<p>7.1 Comments on meeting procedure 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 September 2023 Board meeting Google Form					
List of current delegations:					
<p>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</p>					
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	

