

**Minutes of the Ngaio School Board Meeting
held Tuesday 12 September 2024 at 7:00pm
Staffroom**

Present: Raewyn Watson (Principal), Joe Winton (Presiding Member), Emma Andrews, Craig Fairhall, Daniel Mumford, Helen Shields (Minutes)
Sarah Deans, Hannah Ross-McAlpine

1. Opening Karakia - Dan

2. Meeting Open:

Welcome & Apologies: No Apologies

Conflict of Interest declarations: Nothing to declare

3. Confirm new Board Members: Sarah Deans & Hannah Ross-McAlpine

Joe proposed that Sarah Deans be appointed to fill the current vacancy and that Hannah Ross-McAlpine be co-opted onto the board.

Approved unanimously.

4. Action Points:

Acceptance of Minutes: The Minutes of 8th August 2024 were accepted as a true and accurate record. Craig to provide these minutes to the Board Secretary and members.

Key Tasks: updated by all

5. Board Items:

Update on Graduate Profiles

- Ministry funding has been provided and work is underway.
- External facilitators from Tui Tuia Learning Circle will work with staff for two sessions with the first session being held during the recent staff only day. After the next session, and using the 60 responses received last year, the profile will go out to the community for comment.

- A Hautū Tool meeting will be held at Amesbury School next Monday. New board members were encouraged to attend. Joe will attend.

(Hautū: Māori Cultural Responsiveness Self Review **tool** for school boards has been developed for school boards of English medium school settings.)

6. Standing Items:

Principal's Report - taken as read and Raewyn spoke to the highlights

- Curriculum changes and implications are most front of mind.
- Principals are required to belong to a professional learning group (PLG) where they meet to discuss goals, readings etc. The local PLG has recently engaged a facilitator who is a very experienced ex principal.

Health & Safety, and Privacy (verbal update)

- Nothing to note.

Finance

Education Services Limited financial update

- Overall there is a good surplus, however a deficit is expected at year end.
- Raewyn explained how teacher aides are funded.

Property (verbal update)

- Flood repairs are all but complete - the remaining tasks will be done in the school holidays.
- Accessible bathroom construction will begin soon.
- New guttering - a 10 year property plan item. Not likely to start until 2025.
- Room 15 recladding is complete. Impressive contractors.
- The matting around both playgrounds needs to be replaced with the junior playground being the priority. Raewyn has sourced multiple quotes for turf and wetpour. The PTA will contribute funding for some of this work and grants will be applied for to cover the balance. Joe will produce a spreadsheet of quotes to assist with deciding how to proceed.
- Painting: Men in White Limited - will work with us and our budget. A meeting will be arranged to progress.
- Pool boiler/solar energy - Craig spoke to this. More calculations are necessary.

Policy (verbal update)

- Nothing to report from Schooldocs
- Te Reo words have been included in our school policies.
- Delegations have been signed off by Joe and Raewyn.

7. Admin:

Correspondence:

- Joe will be in touch with our neighbour about Abbott Street parking.

Note email decisions:

- All TAs have been trained in restraint and will receive a letter of approval signed by the Presiding Member. Agreed by all members.

Acknowledgements:

- Dan - for organising the fundraising Skip-a-thon
- PTA - for organising the Scholastic Bookfair
- Hayden - for the Kapa Haka Festival

Term 3 Onboard contents:

- Achievement summary
- Welcome new members
- Staffing changes for 2025
- Onboard will go out next week 20th September. Draft will be emailed to trustees

8. In Committee: 9:03 pm - 9:15 pm

Out of Committee and meeting end: 9:15pm

Upcoming Meeting Dates:

T4W1 - 17 October
2025 planning

T4W3 - Tuesday 29 October
Budget 2025

T4W8 - 5 December
Achievement data
2025 planning