

MINUTES OF KAPANUI SCHOOL BOARD OF TRUSTEES MEETING

Held on
Thursday 27 June 2019
At 7.00pm

Present: Ben Addington, Craig Vidulich, Michelle von Keisenberg, Meredith Pearson, Janet Doughty, Diane Richards, Kiriana Papara, Jayme Ropata, Jane Tesoriero and Jeanette Turkington

Opened Meeting with a Karakia

Apologies: Mike Roberts, Gordon McKenzie

Ben thanked the outgoing Board members and presented them with a small gift. Diane and Janet talked about some of their highlights while serving on the Board.

Welcome to the new Board.

Ben suspended meeting procedure to allow Jeanette Turkington to run election for Chair.

Election of Chair

Call for Nominations

Ben Addington: Nominated by Meredith Pearson

Seconded: Craig

No other nominations:

Ben Addington duly elected.

Decisions

Nga Kakano have requested five new tablets. The cost of these is \$450 plus \$80 cover per tablet. A total cost of \$2,650 inclusive of GST.

Motion: Board approve purchase of chrome books

Moved: Ben **Seconded:** Michelle **Approved**

Principal's Report – Tabled

Ben asked about pupil roll and if the school was on track to meet its predictions?

The school are on track and should finish the year as predicted.

SLCs proved to be a big success and popular with parents, pupils and staff.

Craig explained how school policies were available on SchoolDocs. This is a database where school policies are kept, reviewed and updated. Parents can access all policies using a password.

Banked staffing explained.

Argest property maintenance role explained.

Motion: Principal's report for May is accepted.
Moved: Ben **Seconded:** Jane **Accepted**

Finance Reports – tabled

Final audit report and findings

Motion: Board accept contents of Audit report for 2018
Moved: Michelle **Seconded:** Ben **Accepted**

Motion: Finance report for May accepted
Moved: Ben **Seconded:** Merdieth **Accepted**

Draft Strategic Goals

Goal 1

Our place in the community – students know their place in the community and the world.

Goal 2

An integrated and broad curriculum

Goal 3

To Ao Māori – strong place in our school

Goal 4

Strengthen student journey/transitions into, across, out of school

Goal 5

Student learning – develop skills/agency, values, key competencies in learning and ensuring individual needs are met

Goal 6

Leading the school effectively.

The Board suggested keeping the plan simple and easy to read.

Ben asked if the Board were happy to retain facilitator's professional services. The Board thought it was worthwhile until the document was a stage where it was ready to be published.

A Sub Committee will be set up to work on finalising strategic plan – **Action:** Craig organise

Discussion on board members' attributes, strengths, and areas of expertise that they bring to the Board.

The Board identified the desire to have Māori representation and discussed co-opting a former board member.

Motion: Co-opt Kiriana Papara
Moved: Ben **Seconded:** Meredith **Approved**

Governance and Making a Difference manual available for Board members on Googledocs.

Board training

NZSTA courses. Craig will organise an in-house training session – **Action:** Craig

Date for next board meeting 7 August at 7pm.

Property

Proposed classroom modernisation plan tabled.

Natural lighting is important.

Ashby overseas the project and work may not start for 6 months.

Craig asked the Board to email him with any recommendations after they have when they study the plan.

Parent request for a drop off designated zone at Belvedere Avenue and designate Rimu Street as a parking area. Craig will contact KCDC about parking designated areas and signs.

Agenda items next meeting

- Strategic Goals
- Board portfolios
- Property
- Traffic
- Policy
- Board portfolios

Minutes from last meeting

Minutes from previous meeting confirmed as a true and correct record.

Moved: Ben **Seconded:** Craig **Accepted**

Home and School

Minutes tabled.

It would be good to fundraise for a more organic junior play space.

School hoodies designs tabled.

Meeting closed at 9.08pm
Date of Next Meeting 7 August 7pm

Signed _____ Chairperson, Board of Trustees