

Date: Thursday 25th May

Present: Sanjay, Juia, Lisa Crooke, Joe Telford, Scott Munday and Michelle Moffitt, Lisa Carbines (dialed in)

Minute taker: Francis

Time Started: 6:30pm

Meeting Closed: 7:55pm

Meeting no 3

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hī ake ana te atākura
He tio, he huka, he hauhū
Tihei mauri ora!

*Get ready for the westerly
and be prepared for the southerly.
It will be icy cold inland,
and icy cold on the shore.
May the dawn rise red-tipped on ice,
on snow, on frost.*

Item	Notes	Actions	NELPS (National Education Learning Priorities)
Action Items from Previous meeting		Follow up regarding Crankd Media Sanjay to ring to gauge where we are at with this. Lisa to attend Sanjays appraisal PLG at a date that suits her.	Action
Correspondence	Inwards: MoE - Banked Staffing overuse for 2022 MoE - Gazette 15 May MoE - Gazette 24 April MoE - Gazette 3 April Confirmation of Acceptance from Rebecca Davis - change to FT Part time	Staffing overuse currently at \$4,227. In previous years we have paid close to \$40,000 in staffing overuse, Wayne Facer has done a great job in reducing this cost. Children starting from now are classed as Year 0s. Every 14 children that starts from now is equal to one class teacher for funding.	

App 1:	Minutes	Minutes from the previous meeting accepted.	
App 2	Finance Report	<p>Budget is tracking well in terms of expenditure. Still behind on donations, at approx 67%, this does not show those who are paying off in parts. Will do another pushout with a link for Kindo.</p> <p>Sanjay to get a breakdown of where we are currently sitting with donation rates.</p> <p>Fundraiser money still to come in from Bingo.</p> <p>At our next meeting, Sanjay will go through the budget in more detail and reassess where we are sitting and if any changes are needed.</p>	Action
App 3	Health and Safety	<p>Health and Safety process reviewed post accident in whangarei.</p> <p>Ensuring all of our RAMs and safety forms are followed, and where outside agencies are used, ensuring that their Health and Safety forms are all in place and adhered to.</p> <p>Special consideration given to activities around water, ensuring our ratio of 1:4 (Adults to children) .</p> <p>Thinking forward to future events, just continue to communicate prior to events taking place if there is any changes to the plan.</p> <p>Discussion around our processes with water activities, all Health and Safety forms signed off by the board prior to water events eg. Camp.</p> <p>Incident which took place on the school trip, was not recorded on the health and safety</p>	

		<p>report.</p> <p>Review to take place post every trip, any incidents or accidents that may take place need to be recorded and documented in our health and safety reports.</p>	
App 4	COL achievement challenges	<p>Data shared from Amy.</p> <p>Have seen a large improvement in collaborative practices from Amys work through the COL.</p> <p>Kahui Ako conference day taking place next Friday.</p>	<p>NELP One Learners at the centre</p> <p>NELP Three Quality Teaching and leadership</p>
App 5	PAT Data	<p>Our data tracking goes really well. Seeing good growth in levels from the students.</p> <p>Would be good to look back to data prior to covid, to compare where our children have sat historically and seen if this is a big change post Covid.</p> <p>What are our levels of children that are currently engaged in outside of school tutoring.</p> <p>Would it be helpful to gather data on whether tutoring makes an impact or are there too many other factors at play within this.</p> <p>PATs to be sat again in term 4 by year 5 and 6 children to gauge progress.</p>	<p>Action</p> <p>NELP One Learners at the centre</p> <p>NELP Three Quality Teaching and leadership</p> <p>FUTURE OF LEARNING AND WORK</p>
App 6:	PPS Sports presentation to coaches and managers	<p>Presentation given to all parent coaches and managers. Information taken from sport NZ and our own school sports expectations.</p>	<p>NELP One Learners at the centre</p> <p>NELP Three Quality Teaching and leadership</p>
App 7:	Principal Wellbeing	<p>Principal given a wellbeing grant every year to spend on wellbeing and development.</p> <p>Sanjay outlined his current application to this funding and how it will be used. Board</p>	

		<p>happy with how the money is going to be used and approved his travel to ACEL conference in the Term 3 holidays.</p>	
App 8	Principals Report	<p>Cyber Safety evening captured a lot of our parents and was very informative. Curriculum evening to take place in term 3 in a similar style.</p> <p>Francis was appointed to the Principal role of Birkenhead. DP role advertised internally. This will be appointed in an acting role for 1 year. Principal, DP and Scott (board member) on the interview panel.</p> <p>Writers festival taking place in week 9, some amazing authors coming into the school to talk to the children and run workshops.</p> <p>Nick Riley has been working with the school on Logo rebranding. And feeding the story and the why through to the parents.</p> <p>Profits from sausage sizzle fundraising has been going into creating our makerspace room. Leftover money from our 5YA to go into new flooring and sink area.</p> <p>New court to be installed by the end of the term (Weather dependent)</p> <p>Hall floor repair from flood damage approved by ministry insurance, claimed for \$150,000, approx half has been approved but the rest should come through shortly. Date set for this to be repaired closer to the end of the year where it will not impact the school.</p> <p>Of note, often insurance companies will put forward a cash settlement, and the the outfall of this can impact the school if repair costs are more than expected. Sanjay to work with Lisa Crooke on this.</p> <p>Potential Teacher strike to take place on Wednesday next week, sanjay to put</p>	<p>NELP One Learners at the centre NELP Three Quality Teaching and leadership NELP Eight WORLD CLASS INCLUSIVE PUBLIC EDUCATION</p>

		<p>information out to communities about this. We are most likely unable to stay open on this day as we have more teachers who have now joined the union.</p> <p>Staff Restraint training, new act put in place by the government, all staff have to be trained by the start of next year. MOE running sessions within the school focussing on this.</p> <p>Teachers currently in the middle of report writing, prepared for reports to come out at the end of this term.</p> <p>Julia and Morgan attended MITEY conference day, big push on the importance of staff wellbeing as well as student wellbeing.</p> <p>But it is about all coming to the party to support everyone, not just coming from Sanjay to put initiatives in place.</p> <p>Julia has put lots of initiatives in place, has set the ball rolling and lots of staff have come on board to support, provide breakfasts, etc.</p>	

Date
24/08/2023

Presiding member
Lisa Crooke

Signed

