



## THE MINUTES OF THE MEETING OF THE BOARD HELD

on Monday 29 July in the Boardroom Te Koropiko West Spreydon School

**Present:** Miriam Marshall – Chair, Abbey Parsons, Marina Shehata – Deputy Principal, Shailesh Singh, Jodi Apiata, Julia Mallett and Andy Dumbleton

**Apology:** Marriene Langton – on leave

**In attendance for** discussion on Hall project - Ian McKenzie

**In attendance for minute taking:** Linda Parsons

1. **The meeting opened with a Karakia**
2. **Whakawhanaungatanga:** Members shared their reflections of family time, family occasions and glimpses of the future.
3. **Ian Hall – Property Manager –** gave an update on progress of the Hall project –

Key points included:

- Location – there are two sites under discussion – the first in front of the Admin building on the front grass which would require the admin area to be relocated (this is not the preference of the Board or staff **OR**
- Almost where the current hall is situated on the side of the new classrooms with consideration for another driveway/path entrance and gate up the side fence boundary (school preference)
- Fees for design and work so far \$250,000
- Changing to the front grass area on the front play ground is not an option or preference for the school.
- Issues for further discussion and consideration – Carparking, Accessibility and Community use
- Meeting to held at school with Neil Wyatt from the Ministry of Education who is open to reasonable consultation. Those discussion will include school's reasons for rear placement not front grass area, how it affects the school layout and use ie sports use, openness of school frontage, hangi pit area and access to play equipment and bike track etc. Team Architects are in favour of

the rear location but MOE feel it would be better in the front. Ongoing discussions

**The committee resumed the main meeting.**

**4. Strategic Planning:**

**Board Succession planning: topics discussed included –**

- How the year is running along
- What needs to be completed
- What is underway – ie. Hall project
- Board turnover – Abbey finishing
- There is the ability to select two new members prior to election if necessary
- Consideration of prospective new board members – their special interests, cultural interests, world view and willingness to learn.

**To Do:** Miriam Marshall Board Chair to put a notice in the newsletter to ask families to think about the BOT elections, prior to the May Elections and to approach a Board member if they are interested or have questions

**Camp Rams:**

- Parent help numbers and ratio clarified
- Discussion re the two children who will need their parents help at camp
- Replacement activities arranged for these kiddies if needed
- Health and Safety plan
- Plan B weather activities plan if required
- Marina will unzip access to the RAMS document re Actions and send to Board. This can then be approved online.

**5. Minutes of the previous meeting dated 24<sup>th</sup> June had been circulated on line.**

**Moved:** Abbey Parsons                      **Seconded:** Julia Mallett    **Accepted**

**In Committee minutes were circulated at the meeting**

**Moved:** Shailesh Singh    **Seconded:** Miriam Marshall    **Accepted**

**6. Matters Arising: Nil**

7. **Principal's Report:** The principal's report was not available for the meeting as Marriene had been on leave unwell, after her return from the conference. Marina will continue as Relieving Principal in the interim.

8. **Financial report:** Circulated and Approved on line

**Points of interest:**

- **Staffing** – on track to date
- Queries on going regarding power account

**Moved:** Jodi Apiata

**Seconded** Julia Mallett

**Accepted**

9. **Policy for review:** Complaints and Concerns is due for review and will be handled by Julia Mallett and Miriam Marshall

10. **Health and Safety report:** circulated and read in pre reading. For approval.

**Moved:** Marina Shehata

**Seconded:** Miriam Marshall

11. **General Business:**

- **Learning conversations:** Great feedback from these conversations, good questions during the interviews regarding the use of the charts and graphs which were well received. Lots of questions about the templates and the research behind them and how the progress and shifts were worked out
- **Hall – on going** - MOE and others to come during the next week
- **Reminder: Kahukura Cluster BOT** meeting in Thorington School 4.30 pm to 7pm for October

12. **Communications:** Attendance report in to Ministry of Education

13. **In Committee discussions:**

*Miriam Marshall moved -that the meeting moved into public excluded session at 6.06pm for reasons of legal and professional privilege and to protect the privacy of natural persons.*

**The meeting was resumed at 6.20**

**Next meeting Monday 16 September 4.30pm school boardroom**

Approved: .....*MMarshall*.....Date: *16/9/24*.....

**Chairperson**

11-20-20

