

**Minutes of Ngaio School Board Meeting**  
**held Thursday 27th October 2022 at 6:30pm**  
**Staffroom**

**Present:** Raewyn Watson (Principal), Craig Fairhall (Presiding Member), Emma Andrews, Daniel Mumford, Joe Winton, Dan Byrne (Staff Rep), Helen Shields (Minutes)

**1. Karakia/Whakatauki**

Joe Winton

**2. Meeting open and apologies:** Meeting opened at 6:35pm

- Apology from Rachael Manttan
- No conflicts of interest to declare

**3. Action Points** (updated by all)

**4. Principal's Report:** taken as read

- Raewyn spoke to the highlights over the past month.
- Raewyn will schedule a presentation on the curriculum refresh.
- Staffing organisation is well underway.

**5. Masterplan**

- Craig, Dan and Joe will meet for an initial planning session.
- The playbank refurbishment will be the first project and the PTA tea towel fundraiser will contribute to the cost.
- Hawkins Property Services are working on a quote for the playbank.
- Bike track discussion. Further consultation suggested before a final decision is made.
- PTA is seeking quotes for a multi purpose platform outside Tui - PTA would fund this project.
- Emma will discuss applying for grants with Becky Winton.

**6. Finance**

- Tracking well however the effect of not having NOSCAR income is noted.
- A code line will be added for School Docs.

**7. Policy & Delegations**

- Emma discussed the procedure for updating policies as they are released by School Docs.
- Policy updates will continue to be highlighted in the newsletter.

**8. Property**

**Maintenance:**

- 10YPP desktop meeting minutes will be circulated by Raewyn
- Plumbing inspection has been carried out. Awaiting the report.
- Electrical inspection is pending.
- Astro turf - communication has been received from Tiger Turf - Raewyn will meet with OCTA to discuss.

**Fencing:**

- Funding for fencing was included in 5YA but remains unspent. It is hoped these funds can be utilised elsewhere.
- A quote is being prepared for a pool-height fence across the front of the school. This will be a Ministry funded project.

### **Solar Power:**

- Solar Zero solar panels. Discussion. Craig and Daniel to pursue.

### **Lighting:**

- Meeting next week.

### **9. Health & Safety**

- COVID-19 update - nothing to note.
- A staff member rolled their ankle. Recovering well.

### **10. Privacy**

- Nothing to note.

### **11. Acknowledgements**

- Craig will speak at the next PTA meeting.

### **12. BOT training**

- Session with Sarah Campbell - date to be confirmed.

### **13. Admin**

#### Correspondence

- Notification of paid union meetings for teachers. Meetings are managed in-house.

#### Note email decisions

- Nothing to note.

#### Minutes

- The Minutes of the last Board meeting were approved as a true and correct record.  
Craig/Dan

### **14. In Committee: 8:20pm - 8:30pm**

### **15. Next Meeting: Thursday 24 November 2022, 6:30pm, following staff/board drinks at 3:30pm.**

- Achievement Meeting. Raewyn will invite a teacher to speak.
- Joe will share a google calendar link to settle on December/January meeting dates.

**Meeting closed at 8:40pm**