

Ngaio School Board
Minutes of the Meeting held
Wednesday 22 March 2023,
Staffroom, 7:00pm

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

Visitors: Michelle Pontifex, Tessa Gatenby, Nathan Smith Cakebread

1. **Karakia/whakatauki:** Raewyn

2. **Meeting open:**

Welcome and Apologies: There were no apologies

Conflict of Interest Declarations: Nothing to declare

3. **Digital Devices Review 2023** - Presented by Tessa Gatenby

Discussion

- The Board expressed its thanks to Tessa for compiling and presenting an excellent report. Tessa would be happy to present this report to the PTA who have indicated they could be approached to contribute some finance to top up following the Math-a-thon which is planned to fund devices.
- It was suggested that it could be timely to socialise the digital curriculum with the community.
- It was suggested that we should explore a BYOD option. Rāroa Intermediate is a Google school.
- The Board will consider the current situation and communicate the plan going forward.

4. **Action Points:** Updated by all

- Consider a topic for Sarah Campbell (NZSTA) to present on.
- The Minutes of the Meeting held on 24th February 2023 were accepted as a true and correct record. Craig/Dan. Approved

5. **Health & Safety and Privacy**

Incident/Risk report

- Broken arm
- Stitches in leg

Camp - Risk Management Plan: Raewyn and Chantal will share the completed Ngaio School and Forest Lakes documentation with the Board.

6. **Presentations from attending parents** (if required)

Nathan Smith Cakebread is a parent of a year 6 child and a year 3 child. He spoke to the Board about the need to produce and develop tamariki from all ethnicities to engage in Te Ao Māori and asked how the school will achieve this. He asked how parents can support the Board to develop a plan or a long term road map.

Raewyn spoke about the work of the Kāhui Ako and Kura Ahurea then asked Nathan about his ideas for supporting the school and what he could offer.

Raewyn talked about what the school's expectations are going forward indicating they will take time and will be monitored more closely. Raewyn talked about the idea of a year 6 graduate profile.

The whanau group will be invited to contribute ideas when the Strategic Plan is consulted on during the year.

The next whāanau meeting will be attended by a Board member.

7. **Board Items**

Principal's report: taken as read.

- The Operations Grant is calculated from the March and July roll returns.

Annual Plan Approval - discussion. Add wording to develop an ongoing plan for digital device upkeep.

Resolution: That the Annual Plan be approved. Joe/Craig Agreed

Strategic Plan Approval

Resolution: That the Strategic Plan be approved. Joe/Craig Agreed

PTA - update from last PTA meeting. Staff attendance and support at the last meeting was appreciated. They are keen to know what is on the school's wish list.

Upcoming 2022 Audit - underway - Helen responding to email requests from Moore Markham.

Donation Requests - will be sent out on Friday.

Board Training - to be decided

8. **Property**

Maintenance and update - see Principal report

- Shade sail has been repaired again.

Grants

- ongoing.

5yr property letter -

- Raewyn has shared this with the Board.

9. **Policy**

Updates for March 2023 - nothing outstanding

10. **Finances**

Approval of budget (ratification of email approvals)

Resolution: That the 2023 Budget be approved. Joe/Craig Agreed

11. **Admin**

Correspondence

Email decisions:

- 2023 Budget
- Annual Plan
- Strategic Plan
- 2023 Family & Activity Donations,
- Paying of non teaching staff on Strike Day

Resolution: That the above email decisions be approved. Joe/Craig Agreed

12. **In Committee:** 9:25pm **Out of Committee:** 9:40pm

Meeting closed: 9:40pm. Next Meeting: Thursday 25 May, 7:00pm, Staffroom