

## Minutes of the Ngaio School Board Meeting held Thursday 15 May 2025 at 7:00pm Staffroom

**Present:** Raewyn Watson (Principal), Joe Winton (Presiding Member), Emma Andrews, Sarah Deans, Hannah Ross-McAlpine, Dan Byrne (Staff representative), Katy Robertson (Minutes)

1. **Opening Karakia** - Sarah Deans
2. **Meeting Open:** 7.05pm

**Welcome & Apologies:** Dan Mumford

**Conflict of Interest Declarations:** Nothing to declare

3. **Action Points:** The Minutes of 27th of March 2025 were accepted as a true and accurate record. Joe/Emma

**Key Tasks:** updated by all

- Quotes done for alarm company by Joe and Lockie. One company, Alliance, is doing it all so it will save on monitoring fees and it will be less admin and includes an app.
- Raewyn met with painters and included The Clinic on the maintenance list as we don't want the maintenance to lapse.
- There is a new supervisor Rohan at The Y. Raewyn and Sarah are impressed with him. Raewyn has asked them to table their numbers so we can see if there is an increase in numbers. Raewyn will remind them to advertise their Holiday Programme earlier. Sarah asked if they could have a presence at the Hangi and advertise themselves and meet parents. Lease needs to be updated.
- McLeod's Hall is messy with lots of staples. Can we do a working bee? Raewyn to get a quote from Neat n' Tidy for tidying up carpet. Emma to check policy on volunteers on ladders. Raewyn to talk to Khandallah School about their hall.
- Hannah looked into Keysia. Could we back up to a drive? Raewyn to talk to Konrad. We may need to see if there is any compliance on this.
- Joe will send a letter to the gate owners on school property. The gates are a risk to school security.

#### 4. **Board Items:**

- Hautu

Raewyn has made a new board drive and is restricted to the Board only. Please make sure all documents are put in the drive as some documents were lost when Rachel left. Last time we did Hautu over 3 or 4 meetings and there was a lot of prep work done in the previous one. The main action to come out was to put the Whanau Voice into action on the strategic plan. Leadership - to accelerate the education of Maori students which was last done 18 months ago. Are we where we want to be and have we identified any gaps? The Whanau Group and Hayden Trass could have more input into the plan. Whanau Group are welcome to attend Board meetings. No issues to report as there is no difference in student results. Professional development is strong as Hayden gets release time to work on this and share with other staff. Could Hayden lead something for the Board in September? At Whanau Group meetings it would be good to get them doing more strategies than just activities. Is the school culturally welcoming Maori students? We could seek guidance from Hemi Prime. We could have a conversation with a Maori family that has been through the transition. It would be good to get some insight at the next Whanau Group meeting and a Board member should attend. We need to foster some relationships with the community and invite them to our Matariki celebrations. The school has progressed over the last two years and

Hayden has done a lot of work with the Whanau Group. Are the children ready for cultural diversity when they leave Ngaio? We do have good reporting around achievement and the curriculum in Maori.

Employer Role: Nothing to highlight. Joe is happy about requirements and staff retention. Sarah will share her recruitment update as we need to look at our language for recruitment on our website.

Rocket Values: We liked creating solutions and problem solving. Developing resilience is important and is well linked to problem solving. Change to 'I' statements and not too wordy so children can understand them. Hannah suggested getting a student's view in their words. It was great to look at the document in our own terms and unpick it. Board will try to have this done by the end of Term 3.

## **5. Standing Items:**

**Principal's Report** - taken as read. Raewyn acknowledged the first Meet the Teacher is too late in Term 2. Next year we will go back to the old way - Knowing me, Knowing you in Term 1.

### **Health & Safety, and Privacy** (verbal update)

Nothing to report

### **Finances**

Kaseya would be good to get rid of as a cost.

When we purchase iPads we need to include licensing them. We will try to recover from fundraising.

We need to consider charging for Graduation Night. Livestream works well for parents and children.

### **Policy Update** (verbal update)

We have gone through the review and should let the community know through the newsletter.

### **Property** (verbal update)

No slide bolts are allowed to be on doors as required by the Ministry of Education so there has been an extra cost to change these.

Playground - Kim is applying for Grants. Joe will make sure we are only putting one grant forward to each place and is working with the PTA.

Painting - is underway with Men in White.

Emergency Planning Meeting 11 June 10am-11.30am, Hannah will look at her work schedule and try to attend.

## **6. Admin**

**In/out Correspondence** - none

**Note Email Decisions** -Joe is happy that the board has passed a resolution to approve grant applications. Sarah will send emails and the Board will minute these.

**Acknowledgements** - Hayen Trass with reference to Hautau. His leadership is outstanding and this needs to be put in a thank you email to him.

Becky Winton for running the clinic. A thank you to be sent from Sarah or Raewyn.

**Content for School Newsletter** - Summary on Hautu, an update on the playground and a reminder to pay Family Donations.

**Next Meeting** Joe is away so Emma will chair the next meeting.

Meeting closed at 9.12pm