

**KEI KONEI TĀTOU E TU ANA. HERE WE STAND.**



## **BOARD OF TRUSTEES MINUTES**

**MONDAY, 5th MAY, 2025.**

Previous hui: 24th March, 2025

**Opening 6:00pm**

**Present:** Briar Carden Scott, Tineke Douglas, Scott Spicer, Matthew Carden-Scott, Dot Carter, Catherine Sole, Moana Magee

**Welcome to Manuhiri (Guests)**

**Karakia:** Dot Carter

**Apologies:**

**Visitors:** NA

**Quorum:** Yes

**Agenda Additions:** Overstaffing discussion, Timeline on staff structure, Board replacements

**Minutes Secretary:** Dorette Hartley

**Staff Representative:** Dot Carter

**Declaration of interests:** NA

### **Administration:**

#### **APPROVAL OF MINUTES**

Term 1, 24th March 2025, Meeting Minutes be accepted as true and correct.

No amendments

Moved by: Briar Carden-Scott

Seconded by: Dot Carter

### **Actions from Previous Meeting**

## 1. Annual Plan update - Strategic

**Vision statement** will be looked at this year. Was not done at time of rebranding. Collaborative process. Briar's Springboard Trust partner working with her to look at the vision. Process will be collaborative & will condense all the great ideas down to a powerful emotional hook, short and aspirational that will stand the test of time. Board spend some time brainstorming this at the start of hui.

**Athenree Bus Think Tank** feedback sent to whanau. Have spoken to Ministry regional director. Next step is taking it to local council in order to reach Minister of Transport.

Board Campaign. Scott to talk to this: Deliverables decided on by backmapping from September date. Scott to come up with wording/communications & message, Debbie as returning officer to set dates & check legalities. Set date for Scott, Briar, Debbie to meet.

### **NZSTA Board checklist for review of successful governance:**

Intention is productive reflection. When would we do it and what do we do with the information?

Suggestion:

Do checklist individually and identify 1 area of interest and bring to next board hui for discussion and cover all points raised over successive board hui if required. Use online version from NZSTA website - shared to all members by Briar.

Suggestion accepted. Add to Agenda for next hui.

Moved that NELP 1 is accepted

Moved by: Briar Carden-Scott

Seconded: Catherine Sole

## 2. National Education and Learning Priorities (NELPS) and Ka Hikitia Outcome Domains

Objectives	Student Progress, Achievement and Wellbeing
<b>1. Learners at the Centre</b> Learners with their whānau are at the centre of education  <b>Te Whānau</b> Education provision responds to learners within the context of their whānau	<p>Moved that NELP 1 is accepted  Moved by: Briar Carden-Scott  Seconded: Catherine Sole</p>
<b>2. Barrier free access</b> Great education opportunities and outcomes are within reach for every learner  <b>Te Tangata</b> Māori are free from racism, discrimination and stigma in education  Athenree bus discussion was covered in NELP 1	<p>Nothing tabled at this hui.</p> <p>Moved that NELP 2 is accepted  Moved by:  Seconded:</p>



<b>3. Quality Teaching and Leadership</b> Quality teaching and leadership make the difference for learners and their whānau  <b>Te Kanorautanga</b> Māori are diverse and need to be understood in the context of their diverse aspirations and lived experiences.	Nothing tabled at this hui.  Moved that NELP 3 is accepted Moved by: Seconded:
<b>4. Future of Learning and Work</b> Learning that is relevant to the lives of New Zealanders today and throughout their lives  <b>Te Tuakiritanga</b> Identity, language and culture matter for Māori learners	Nothing tabled at this hui.  Moved that NELP 4 is accepted Moved by: Seconded:
<b>5. WORLD CLASS INCLUSIVE PUBLIC EDUCATION New Zealand education is trusted and sustainable.</b> Enhance the contribution of research and mātauranga Māori in addressing local and global challenges (TES ONLY)	Moved that NELP is accepted Moved by: Seconded:  NA

#### School Business as usual : Updates from the Principal

Area	Commentary
Kahui Ako	<b>Resignations:</b> Jane resigned effective end of Term 2. New LSC to be appointed. Meetings will be had to see how this position is to be filled. <b>Narrative Storytelling:</b> Bringing our education success stories to life. Kate Rigg using expertise & professional connections to produce this. <b>ECE networking</b> continues <b>KA Symposium in June</b> - it's going to be huge with about 37 workshops to chose from. A great opportunity for all involved in education in Waihi. <b>Kahui Ako Conference</b> - Briar & Rachael to attend next week.  Moved by: Briar Scott Seconded: Scott Spicer
Personnel & employment matters	<b>Leave request:</b> Siobhan Fitzgerald's request accepted <b>Resignations:</b> Grant Watson resignation accepted. Michael Watson employed & James Mitchelson appointed as senior groundskeeper. <b>Overstaffing:</b> Drop in roll return will affect staffing. Briar conducting a reflective investigation to see how we got to this situation. Leads into restructuring of staffing component and this will depend heavily on the July roll return. Long term project. Have consulted with other kura who has had similar situations. May require analysis of need. Board appreciates the

	<p>complexity of this issue and any potential ideal solution on paper. Update at next Board Hui.</p> <p><b>Board replacement:</b> Scott Spicer seeks clarification around the vacancy on the Board - are we meeting our obligations?</p> <p>If the vacancy exists in a triannual election year with elections coming up, this should not be a problem according to info in the NZSTA legislation and on the flowchart. Board will look into this and ask for advice on our understanding of this legislation. The Board resolves not to fill the position of the casual vacancy based on the information at hand (Ed &amp; Training Act 2020). Board elections are coming up in September 2025. Consider opting on Daniel Hill to the board (financial expertise). Board decision is based on the following information at hand (Ed &amp; Training Act 2020) <i>Under the Education and Training Act 2020, a casual vacancy for an elected board member occurs if the member dies, resigns, is absent from three consecutive meetings without leave, or becomes ineligible for membership. The board must decide within eight weeks of the vacancy occurring whether to fill it by election or by selection. If a vacancy occurs within six months before an election year, the board can choose to not fill it. If the vacancy is filled by selection, the board must notify the school community and local community about the vacancy and the selection process.</i></p> <p><b>Actions to date:</b> Spoken to whanau with skills in finance - not available as yet. John Dunstal (Friend of the Board) was invited to attend tonight but was not available.</p> <p><b>Next action:</b> Email vote on this matter</p> <p><b>Scott Spicer left the meeting during this discussion point to pick up a sick family member.</b></p> <p>Moved by: Tineke Iverson Seconded: Dot Carter</p>
<b>Finance</b>	<p>March and April reports: Taken as read and accepted. Expect current ops grant will be smaller after July depending on roll return in July. Additional staffing costs due to three staff member on leave for long periods (not ACC). Budget statement for the year ended 31 December 2024 included in board report and accepted. Cashflow and Balance Sheet Budget for 2025 tabled and accepted.</p> <p>Moved by: Briar Carden-Scott Seconded: Moana Magee</p>
<b>Advertising &amp; community communication</b>	<p>Weekly newsletter available along with up and coming events and dates. Website blurbs being updated</p> <p>Moved by: Briar Scott Seconded: Catherine Sole</p>
<b>Property</b>	<p>House sale proposal tabled and discussed. 2 properties. Board asked to consider looking at another house sale in the near future. Will be discussed at a next Board Hui (house</p>

	sale and house rent).  Moved by: Briar Scott Seconded: Matthew Carden-Scott
Health & Safety	<ul style="list-style-type: none"><li>• Health &amp; safety report</li><li>• Discipline report</li></ul> Moved by: Briar Scott Seconded: Moana Magee
Legislation & Compliance	<ul style="list-style-type: none"><li>• Board Elections: Thursday 11 September.</li></ul> Moved by: Briar Scott Seconded: Matthew Carden-Scott
Policy Reviews and assurances	<ul style="list-style-type: none"><li>• Please ensure you have reviewed the Policies for the term.</li></ul> Moved by: Briar Scott Seconded: Dot Carter

Meeting Closed: 8:10 pm

Next Meeting:

