

KEI KONEI TĀTOU E TU ANA. HERE WE STAND.



BOARD OF TRUSTEES MINUTES

TUESDAY, 3rd June 2025.

Previous hui: 5th May, 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: Darryl Stewart from MOE

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, 5th May 2025, Meeting Minutes be accepted as true and correct.

No amendments

Moved by: Matthew Carden-Scott

Seconded by: Dot Carter

Actions from Previous Meeting

1. Annual Plan update - Strategic

Finance discussion & feedback
 Invited Daryll Stewart, Finance Advisor MOE, Hamilton

Financial success for a school:
 Well supported teachers & staff at sustainable level, good outcomes for students with a good rainy day fund but investing funds in school.
 2024 report approx \$600 000 deficit valid during time of change
 Path forward to address deficit.
 Overstaffed.

2025 goal:
 Extra staffing & deficit addressed
 Possible that working capital goes negative by end of year
 Cyclical maintenance was required to paint the exterior of the school.

Budget as it is set for this year looks good on paper, but actual spend would be hard to get back to zero.

DS has put in an application to get two additional FTE's added to staffing.

Option in building space to help in medium term:
 5YA - money used for Hub/Library, future for draining, roof for C block.
 5YA funding allocated based on triage basis.
 Sale of school house decided on.
 Rationalisation not an option to get rid of D block structures, we are not on list & buildings contain asbestos.

NZSTA Discussion (at end of meeting)

Moved that NELP 1 is accepted
 Moved by: Briar Carden-Scott
 Seconded: Moana MaGee

2. National Education and Learning Priorities (NELPS) and Ka Hikitia Outcome Domains	
Objectives	Student Progress, Achievement and Wellbeing
<p>1. Learners at the Centre Learners with their whānau are at the centre of education</p> <p>Te Whānau Education provision responds to learners within the context of their whānau</p>	<p>Spotlight on:</p> <p>Student Request re: Toilets addressed</p> <p>Year 7 & 8 See report</p> <p>Moved that NELP 1 is accepted Moved by: Briar Carden-Scott Seconded: Cat Sole</p>

<p>2. Barrier free access Great education opportunities and outcomes are within reach for every learner</p> <p>Te Tangata Māori are free from racism, discrimination and stigma in education</p> <p>Athenree bus discussion was covered in NELP 1</p>	<p>Student voice - Board feedback</p> <p>Spotlight on:</p> <p>Mathematics See Report</p> <p>English See Report</p> <p>High number of CAA set this round and huge uptake & respect from students around this. Teachers did a great job to prepare and support students.</p> <p>Athenree Bus Update BCS has been to Council, Scott Simpson, Regional Education Director and feedback sent to all whanau involved.</p> <p>Moved that NELP 2 is accepted Moved by: Briar Carden-Scott Seconded: Moana Magee</p>
<p>3. Quality Teaching and Leadership Quality teaching and leadership make the difference for learners and their whānau</p> <p>Te Kanorautanga Māori are diverse and need to be understood in the context of their diverse aspirations and lived experiences.</p>	<p>Spotlight on:</p> <p>Science See report</p> <p>Technology See report</p> <p>Moved that NELP 3 is accepted Moved by: Briar Carden-Scott Seconded: Scott Spicer</p>
<p>4. Future of Learning and Work Learning that is relevant to the lives of New Zealanders today and throughout their lives</p> <p>Te Tuakiritanga Identity, language and culture matter for Māori learners</p>	<p>Spotlight on: PE Trip requires board approval. Granted.</p> <p>Future Pathways See report</p> <p>Moved that NELP 4 is accepted Moved by: Briar Carden-Scott Seconded: Cat Sole</p>
<p>5. WORLD CLASS INCLUSIVE PUBLIC EDUCATION New Zealand education is trusted and sustainable. Enhance the contribution of research and mātauranga Māori in addressing local and global challenges (TES ONLY)</p>	<p>Moved that NELP is accepted Moved by: Seconded:</p> <p>NA</p>

School Business as usual : Updates from the Principal	
Area	Commentary
Kahui Ako	<p>Cluster Wide Symposium on 27 June</p> <p>Moved by: Briar Carden-Scott Seconded: Dot Carter</p>
Personnel & employment matters	<p>James Mitchelson welcomed. Four teachers out with long term sickness. Sickness impacting relieving budget.</p> <p>Moved by: Briar Carden-Scott Seconded: Dot Carter</p>
Finance	<p>Darryll Stewart has spoken to the Board -MOE 101 on finance.</p> <p>House sale: Agreed to sell Rata Street house.</p> <p>Year 12 cohort especially invested in helping around the school with maintenance & property. The Cyclical Maintenance Plan will be brought to the next Board Hui for ratification.</p> <p>Approval of Annual Financial Statements moved by Briar. Cat Sole seconds this. Draft Audit Account tabled for Board's information - Briar talks to the report's recommendations. Draft approved and Briar will give feedback to Accountants.</p> <p>Moved by: Briar Carden-Scott Seconded: Cat Sole</p>
Advertising & community communication	<p>Moved by: Briar Carden-Scott Seconded: Scott Spicer</p>
Property	<p>House Sale covered under Finances Kiwifruit Report from Zespri - will report at a later stage Request to find out about handball squares & netball courts- Briar will follow up.</p> <p>Moved by: Briar Carden-Scott Seconded: Cat Sole</p>
Health & Safety	<ul style="list-style-type: none"> ● Health & safety report ● Discipline report ● Gold Trust purchased over \$10 000 - Fume Cupboard. Was budgeted for. Approved <p>Moved by: Briar Carden-Scott Seconded: Tineke Douglas</p>

Legislation & Compliance	<p>Debbie has posted Board Appointment material. Scott is awaiting feedback from Debbie.</p> <p>Moved by: Briar Carden-Scott Seconded: Scott Spicer</p>
Policy Reviews and assurances	<ul style="list-style-type: none"> • Please ensure you have reviewed the Policies for the term. • Is it of value to do the policy review policies as a Board? Suggest a short time at Board hui to spotlight on policies - principal to decide what is important to look at at each hui. • Feedback from Briar's visit to Wellington for the Government's Education Budget. <p>Moved by: Briar Briar Carden-Scott Seconded: Dot Carter</p>
Board Training	<p>Master Document created for Board to go through do NZSTA checklist</p> <p>Leadership</p> <p>Question 1: Could interesting topics for asking questions about be identified as a "spotlight" for a specific hui so that group, presiding member & principal are ready to discuss the topic as part of the agenda. Always welcome to ask for a topic to be discussed at a next hui. Board welcome to ask such questions, with enough notice it can be a meaningful review & discussion at a future hui.</p> <p>Good training for new board will protect processes.</p> <p>Does Board wish principal/presiding member to enforce Board training when it is available. Board happy for this. Principal/presiding member to look at upcoming opportunities and share what is coming up.</p> <p>Suggestion to add a Board Training section to the agenda that lists upcoming opportunities - agreed. Start of each term would be a good time to discuss this.</p> <p>Scott raises a topic to discuss: Committees - What is your role/responsibility if you are on a committee. Goals of each committee clear so that they can go away to do a specific task, come back to board and provide info for board as a whole to support and make decisions.</p> <p>Question 2: Board documentation from principal is very thorough for the sake of transparency</p> <p>Questions 3: Policy: Board Responsibilities & Code of Conduct - exists & available to all. Clarifies expectations.</p> <p>Question 4: Included policies and covered at first hui of every year</p> <p>Question 5: Doc with Quick Links to be sent to all members</p> <p>Question 6: Has been needs based and forecasting can be done for future projects.</p> <p>Question 7: Via minutes of first hui of each year.</p>

	<p>Question 8: It is delegated to CEO (principal) and several groups are consulted and the feedback can become a Board discussion point.</p> <p>Next Hui start with Representation</p>
--	--

Meeting Closed: 8:24pm

Next Meeting: 23 June 2025

