

MINUTES OF A MEETING OF THE SCHOOL BOARD FOR NORTHCOTE INTERMEDIATE SCHOOL

HELD ON Monday 28 March 2022

As per the local Government Official Meeting Information Act 1987, the Chairperson passed a motion to exclude the public to protect the personal privacy of an individual(s) and to discuss sensitive issues. Minutes are kept of this section but are kept separate from the minutes that are freely available to the public.

Present:

Phil Muir (Principal) (PM)
Sally Clendon (SC)
Katrina King (KK)
Joel King (Deputy Principal) (JK)
Kate Punturiero (Presiding Member) (KP)
Spencer Willis (SW)
Guy Wilson (GW)
Zane Cooper (ZC)
Angela Teague (Assistant Principal) (AT)
Rangi Clarkson (Board Secretary)

Apologies:

Kim Jones (KJ)

Meeting commenced: 6:06 pm

1. Minutes of the Meeting of the Board 21 February 2022

That the Minutes of the Board Meeting held on 21 February 2022 be approved.

Moved SW , Seconded KK

2. Minutes of the Meeting of the Board 21 March 2022

Moved SW , Seconded KK

3. Declarations of Interest / Conflict Register

None

4. Between Meeting Resolutions

Approval of camp proceeding

5. Correspondence

None

6. Principal's Report

The report was taken as read. General discussion ensued:

Current snapshot of attendance – 87.5 % present

Van signage completed – Birkenhead RSA on the back of van.

- North shore Toyota on the side

Te Kahui Atawhai has started discussions around fundraising towards the van

Moved SW , Seconded SC

7. Finance Report

The report was taken as read. General discussion ensued:

International students – currently budgeted \$7 – 8K.

Moved KK, Seconded GW

8. Staff Appraisal (Growth Cycle) and Kahui Ako Case Studies

Professional Growth Cycle is based on teaching is enquiry model.

Kahui Ako is enquiring into teaching with a child in mind

Has all been introduced to staff and staff have identified their child to base their case study off

Appraisal tree is set up and everyone is aware of who appraiser and appraisee are

Noticed increase in learning related conversations

9. Governance Manual

PM & KP have gone through governance manual to update

Reviewed the calendar and bought it back to NZSTA specifications.

Subcommittee; PTA wording to include “Te Kahui Atawhai”

Moved KK, Seconded GW

10. New Building Project Update

Busy-ness has been happening behind the wall. Still doing groundwork.

PM meets every fortnight with Cookes Brothers project manager

Biggest issue is access down the driveway and signage

Could be a delay with steel foundations

Sample of precast panels should be available in early April

11. Kahui Ako Lead Principal Application

Every 2 years the position comes up. Andy Brown (current lead principal) will not be going for the position
PM will be keen to put in an application.

Board is supportive of the application going forward
Thank you to the team to allow PM to move forward with the application

12. Education Review Office Update – Board Assurance Statement

Assurance Statement was circulated to the Board.
Any questions/concerns/ feedback to be directed to PM/KP

13. Confirm date of board election

Recommended date is 4pm Wednesday 7th September

Approval from the board to confirm date

14. Confirm returning officer

Have used Canterbury Education Services in previous years

Approval to confirm CES as returning officer

15. Action point update

Action points reviewed and updated.

16. Camp update

H&S board committee meet twice to go through Risk management document
Students confirmed for camp. 411 families have indicated attendance at camp. 89% of school
Small trickle of people pulling out since last week.
Families have made contact with regards to financial support

Staff morning tea – Thursday 14th April
- Farewell Pam Ryder & Andrew Kingston

Meeting closed: 7:04pm

Date: 31/03/22

Signed: 

Kate Punturiero
Chairperson

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