

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

HELD ON Monday 15 August 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:

BOARD

Phil Muir (Principal) (PM)
Katrina King (Presiding Member) (KK)
Sally Clendon (SC)
Kate Punturiero (KP)
Zane Cooper (ZC)
Spencer Willis (SW)
Guy Wilson (GW)
Kim Jones (KJ)
Rangi Clarkson (Board Secretary)

GUESTS

Joel King (Deputy Principal) (JK)
Angela Teague (Assistant Principal) (AT)
Justin Lintern (JL)

Apologies: None

Meeting commenced: 6.14pm

Meeting commenced with an opening Karakia from KK

1. Minutes of the Meeting of the Board 20 June 2022

That the Minutes of the Board Meeting held on 20 June 2022 be approved.

A question was raised regarding the acceptance of the finance report 'as tabled'. This was not the case as there were issues and it was agreed to discuss these offline after the meeting then approve the finance report. It was agreed that these minutes are approved WITH THE AMENDMENT as follows:

The finance report was discussed, and questions arose that needed to be clarified by our accountant (including new Toyota lease costs) – it was agreed that the finance report is to be approved via email after further discussion and questions answered offline.

Moved SC, Seconded ZC

2. Guest Speaker: Justin Lintern

Welcome to Justin.

NIS Literacy Update: mid-year reporting data was shared.

Reading and writing achievement statistics were discussed.

Co-Lab café, curriculum idea sharing, great conversations happening between teachers.
Developing assessments and recording quality data.

Focusing on planning, teacher buy-in, assessments
Purchasing novel sets for future novel studies
Brian Falkner doing presentations at school this week
Writers' Festival (135 students attending)

Thorough discussion ensued regarding the literacy journey.

JL left the meeting at 6.50pm

3. Declarations of Interest / Conflict Register

None

4. Between Meeting Resolutions

Resolution passed regarding giving PM authority to issue written warnings

5. Correspondence

None

6. Principal's Report

- The report was taken as read. General discussion ensued:
- The info evening was a success.
- Health & Safety First Aid refresher courses were completed during the month.
- Waharoa carving is nearly finished.
- Sports & Enviro shed project has been put on hold until the open days are finished. More cost effective to reclad and reline the existing shed.
- Sports cloud project has been put on hold by the Ministry. PM still putting pressure on the Ministry to get the project done.
- Lockdown discussion – some health & safety issues were highlighted.

Moved KP, Seconded KJ

7. Finance Report

The report was tabled.

- Clarification over the minivan budget. Worked through the accountant to reduce value to 45k. Is not a real cost.
- Large amount of money paid out for sports fees that hasn't been recovered. RB to send out statements 2x per term.
- Frequency of statements to be sent out Termly.
- Questions arose around operating surplus – needs clarification from our accountant.
- School donations are down.

- Clarification around the Operating surplus. KP to email questions to PM.
- Schedule a meeting with Tina (accountant) to discuss the downward trend. To include GW, SW, KP, KK.

OUTCOME: Reports will be approved via email post clarification on finance issues.

8. Election update

Staff (2) and parent nominations (6) so we are going to a vote.

9. Equity Index update

No further correspondence has been received. Ministry has advised that our funding is not affected for next year.

10. 2023 Enrolment update and Out of Zone Enrolment Numbers

Resolution: 'That we set our 2023 out-of-zone enrolment acceptance number at 75 students.'

Unanimous decision to approve out-of-zone number.

11. AIMS games update including RAM's process

Parent information evening occurred last week

Overview of AIMS was shared.

3rd - 9th September. Cost \$615 per student.

Taking active steps to keep the cost per student down. Fundraising options have been circulated to parents.

Action: JK to email AIMS RAMs to Board by 31 August and Zoom held to discuss IF needed.

12. Trip Approval request – Rarotonga 2023

Proposal circulated. Scheduled for last three days of Term 2 2023. Will be available to this year's Year 7 students. 30 students and 5 staff to attend.

Would like to see more curriculum-based learning (educational outcome) items in the itinerary. Selection of teachers and students to be considered.

Approval given to proceed with the trip and cost (\$5200) to come out of next years' budget.

13. International Students Update and Fees Approval

Revised schedule tabled for 2022 / 2023. Schedule was benchmarked off local schools.

Approval given to the international student's fee for 2022/2023 as tabled in the board pack.

14. Thank You & Farewells

Thank you to Guy, Kate, and Kim for their wonderful contributions to the Board.

15. Action point update

Action points reviewed and updated.

Meeting closed: 8.32 pm

Date: 30/9/22

Signed: 

Katrina King
Presiding Member