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

HELD ON Monday 31 October 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)
Damian Lawrence (DL)
Darren Coneybear (DC)
Zane Cooper (ZC)
Spencer Willis (SW) via zoom
Rangi Clarkson (Board Secretary)

GUESTS
Angela Teague (Deputy Principal) (AT)
Kelly Singer (KS)

Apologies:
Rochelle Greer (RG)

Meeting commenced: 6:10 pm
Meeting commenced with an opening Karakia by KK

1. Curriculum presentation – Inquiry by KS

Welcome to Kelly.
Presenting an overview on what has been happening this year and goals for next year.
Inquiry is a vehicle for literacy and numeracy
The Board was very appreciative of the presentation and of the quality of work going into this area of the curriculum.

KS left the meeting at 6:55pm

2. Minutes of the Meeting of the Board 29 September 2022
That the Minutes of the Board Meeting held on 29 September 2022 be approved.

Moved ZC , Seconded SC

3. Interest Register
Discussed with board members. Reminder to board members to update, including writing NIL if they don't have any specific interests to note.

4. Between Meeting Resolutions
None

5. Correspondence
None

6. Policies
Discussion of policies up for review.

Assurances for the term complete:
Emergency evacuations / Emergency kit
Staff usage expenditure reports
Risk Management
Teaching staff certificated and vetted
Appointment procedure
Length of School Year
International Learning

7. Principal's Report

The report was taken as read. General discussion ensued:

Working on the annual plan, PM will share with the Board when ready.
COLA quotes have been received.
All to review SPIDS funding letter and resolution to approve funding request.
Have appointed a new caretaker, going very well.
All windows will be replaced in Rooms 5-8 and 9-12.

Moved DL, Seconded SC

8. Finance Report

Finance committee pre-meeting was conducted. Finance Committee have approved the report.

Moved KK, Seconded SW

Donation scheme opt in discussion. Declined opportunity in 2020 and 2021 but currently reviewing our position for next year, given current cost of living crisis in the country.

Resolution passed to maintain the status quo and not accept the Ministry donation scheme offer. The Board believes the school will still be financially better-off in total by asking for our own community donations and fees rather than receiving the Ministry's flat rate per student.

Decision was unanimous

9. Lion Foundation Grant
Proposed application tabled for 6 items:

- Frisbee Golf Course
- Laser Cutter
- Electronic add on packs for EPro8 kits
- Digital Technology equipment
- Student ambassador uniforms
- AIMs Games 2023

Resolution passed 'to approve the grant application for the Lion Foundation for the listed items'. Decision was unanimous.

10. NZCER TSP Survey
PM shared the Survey results. All Kahui Ako schools conduct the survey yearly.
Survey was sent to all teaching staff.
Responses will be shared with staff at the next staff meeting.
COL data trends will be collated and shared

11. 2023 Draft Annual Plan
PM & AT attending annual planning workshop. Currently working through the annual plan to be shared with the Board at the next meeting.

12. Fletcher Living Development Update
4 tenants currently living in 143 Lake Road and yet to be relocated.
Demolition of buildings will happen in January.
Rakino will most likely stay in Rooms 9-12 for the duration of the disruptive period of the build as this is deemed to be the best location from a well-being and learning perspective.

13. Board induction check in / questions
NZSTA Welcome sessions for Damian and Darren have been booked. Otherwise the new Board members are happy with the induction process so far.

14. Governance Manual Committees – discussion re purpose / how to operate
General discussion and update to committees to be undertaken - details and engagement.

15. Mid Year Data review thoughts
Carried forward to the next meeting as Joel King was absent.

16. Upcoming dates and Board attendance review
Noting the email sent by PM outlining all key dates. Other dates to note:
BOT Term 4 Morning tea 9 Dec 2022
Board Walk around 24 Nov 2022

17. Action point update
Action points reviewed and updated.

18. In Committee
Meeting closed and was moved to In Committee

Meeting closed: 8.19 pm

Date: 9/12/22

Signed: _____

Katrina King
Presiding Member