

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

HELD ON Monday 8 May 2023

As per the local Government Official Meeting Information Act 1987, the Presiding Member 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)
Rochelle Greer (RG)
Spencer Willis (SW)
Rangi Clarkson (Board Secretary)

Apologies:

GUESTS

Angela Teague (AT)
Joel King (JT)
Dris Adradi (DA)

Meeting commenced: 6:08 pm

Meeting commenced with an opening Karakia led by PM

1. Minutes of the Meeting of the Board 27 March 2023

Motion that the Minutes of the Board Meeting held on 27 March 2023 be approved.

Moved SW, Seconded DL

2. Interest Register

Changes were made by DL.

3. Between Meeting Resolutions

The 2023 NIS Camp RAMs was approved as submitted by DP Joel King.

The NIS Board approved the delegation of decision-making authority for the suspension review meeting on 5th April to the Disciplinary Committee comprising Katrina King, Spencer Willis, Rochelle Greer and Zane Cooper.

4. Correspondence

Correspondence (via email)

- NZSTA News
- Various SchoolDocs Emails
- NZSTA Regional Executive Election Results
- Principal Matters
- Board Matters
- NZSTA Te Tiriti o Waitangi Trip Invitation

5. Principal's Report

The Principal's report was taken as read. General discussion ensued:

- Term 1 wrapped up nicely
- No advancement yet on COLA application
- Pleased with the results of the staff survey. Will feedback to staff at the next opportunity.
- General discussion around IT conference and future of AI in teaching
- New MOE education adviser has been appointed.

Moved KK , Seconded DC

6. School Survey

Survey sent out last week. Interim results were shared with the Board.

7. March 2023 Finance report

Finance report was discussed and approved.

Moved SW , Seconded DL

8. Health & Safety

The school held a lockdown exercise under the supervision and guidance of Harrison Tew today. Principal team was pleased with how the lockdown went and students responded well.

Two points raised from the H&S walkaround:

- Concrete damage around courts due to rain / movement
- Old basketball hoop to be removed

Caretaker has been tasked with actioning these issues.

9. Policies and Board Assurances

Physical restraint policy is now in place.

Board reviews this term: EOTC policy - board members asked to take the time to review this online. KK has no suggested amendments.

TERM TWO ASSURANCES: The Principal assures the Board of the below policies and procedures:

- Digital technology and online safety
- Computer security and Cybersecurity
- Student Attendance
- Health Education
- Child protection
- Abuse recognition and reporting
- Evacuation and emergency kits and supplies
- Expenditure
- Risk management

The Board also acknowledges the updates to the new concerns & complaints policy on SchoolDocs.

10. Governance Manual Review and Workplan Check

DL has reviewed the governance manual. Will be sent out to board members after KK has reviewed and finalised with DL.

Board workplan reviewed: Kelly Singer to talk Enquiry at next meeting; 10YPP currently being updated.

11. School credit card for Zane Cooper

Resolution put forward to approve the reallocation of a school credit card for Zane Cooper (from Joel King).

Decision was unanimously approved

12. Action point update

Action points reviewed and updated.

13. In-Committee

Meeting closed and was moved to In-Committee.

Meeting closed: 7:42pm

Date: ___ 13 June 2023 ___

Signed: _____  _____

Katrina King
Presiding Member