

T Minutes of the Board Meeting held on Wednesday 16 March 2022 at Pakiri School at 7.15pm

### 1.Administration

### 1.1 Opening prayer and welcoming

Cherie Opened with Karakia, Kelly welcomed everyone.

#### 1.2 Present

Kelly Ayres (Presiding Member), Jill Corkin (LSM), Myles Deighton, Jarred Balle, Cherie Williams (Iwi Rep), Nigel Rogers (Tumuaki), Janaea Anderson (Minute Taker), Diane Greenwood (Staff Rep).

Apologies: Belinda Weber (NZSTA)

## 1.3 Conflict of Interest

A possible conflict of interest was signaled for Nigel related to planned discussion of the school house.

## 1.4 Speaking rights to be granted

Motion: For Janaea Anderson to have speaking rights and to be included in Public excluded session

Moved by K Ayres

**CARRIED** 

Motion: The Board resolves that pursuant to Part 7 section 48. (5). & (6). Of the Local Government Official Information and Meetings Act 1987 Jill Corkin be granted speaking rights at the meeting to provide specialist advice and guidance relevant to her role as LSM.

Moved: K Ayres
CARRIED

1.5 Next meeting date: Wednesday 16 April 2022, 7.00pm at the school unless Covid prevents this

#### 1.6 Confirmation of previous minutes

**Motion:** That the Minutes of the Board Meeting held on 16 February 2022 are accepted as a true and correct record of the Meeting.

Moved:K Ayres
CARRIED

# 1.7 Board minute taker

Janaea Anderson has taken up the position of Minute Taker.

Moved: K Ayres
CARRIED

## 2. Principal's Report

The principal/tumuaki tabled his report and highlighted the following:

- Hazard forms have been done for the plumbing at the back of property, hazard forms can be found in the office.
- We get a mock up next week for a sustainable user friendly website. Myles offered help with the website. We have two people trained up on it at all times.
- Funds set aside (rent account 2017/2018) recommended student back-up funds. Community Waharoa. Money to be spent on school Projects with backup funds (safety net). As long as we spend it on things that we can tie back to our strategic and annual plans.

- Election year invest into board for unity and learning.
- Property funding for a learning space for a learning coordinator to work in. This is for around \$80,000 and Nigel is looking at ways to expand the office area for this.

Moved: N Rogers Second: M Deighton CARRIED

## 3. Strategic Decisions

## 3.1 Resignation of Trustee member

Jacqui emailed her resignation from the Board to Kelly on the 22 February 2022 with effect immediately. Kelly mentioned a get together (shared food and drinks). Proposed date in a couple of weeks check on availability of Jacqui and what works for her.

**Motion:** That the Board accepts Jacqui's resignation from the School Board effective immediately for her personal reasons as Jacqui stated in her resignation email.

Moved: K Ayres Seconded: C Williams CARRIED

# 3.2 Constitution change

Kelly presented a proposal to decrease the current parent elected seats from 4 to 3 ahead of the upcoming Board Elections in September. Discussion was had around this proposal.

**Motion:** That the Board changes their current parent elected seats from 4 to 3 and Kelly will continue on the steps needed to have this happen before the upcoming elections.

Moved: K Ayres Seconded: M Deighton CARRIED

#### 3.3 NZSTA AGM Remits

Kelly to be delegate at the NZSTA AGM. Kelly to be the voice for the board on all the remits as she sees fit.

**Motion:** Myles motioned that the Board gives Kelly the free vote for the School Board on the NZSTA remits at the NZSTA AGM on 30th April 2022 as she sees fit at the AGM.

Moved: M Deighton Seconded: J Balle CARRIED

# 3.4 2022 Budget

The board was presented the 2022 Working Budget.

**Motion:** That the Board accepts the presented 2022 budget and understand this is a working budget that Nigel will refer to and update as and when necessary.

Moved: N Rogers Seconded: C Williams CARRIED

## 4. Review/ Monitoring

## 4.1 Review of final Annual Plan & AOV

Jill uploaded doc, added achievement note 39 planned actions(goals) 35 achieved . (90%) Nigel and Kelly to put out to the public. Kaitiakitanga domain specific goals for board 98% achieved.

Where do you want to go this year?

- -collaboratively met for wananga (wananga input)
- -Planned actions for next year
- -Decide how to construct strategic plan

- -Break down into themes.
- -goals 4 domains
- -School Whakatauke

Separate Meeting from board Meeting. Wednesday 30th March 7pm.

#### 4.2 Charter consultation

The second draft version of the School's new vision was sent out to the community to provide further feedback.

# 4.3 Financial Report

## 4.3.1 Feb 2022

No discussion was needed.

Motion: That the Board accepts the February 2022 financial reports.

Moved: K Ayres
CARRIED

## 4.3.2 2021 Annual Financial Statements

Discussion was had on the 2021 Annual Financial Statements and found nothing out of the ordinary. In the process of 2022 audit Kelly to email for more information.

**Motion:** That the Board accepts the 2021 Annual Financial Statements received from Education Services.

Moved: K Ayres
CARRIED

## 4.4 Property

No extra updates from the Principals report

## 4.5 School van update

We will know on the 23rd March. Looking good, start looking at procedures (depreciation, insurance, running costs, signage, maintenance, conveyance). This community has not had any lottery funding money. Celebration. Thanks to Cherie and Jacqui for their work on this.

# 4.6 Policy reviews

# 4.6.1 Emergency Planning & Prep

No comments, policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

# 4.6.2 Emergency evacuation

No comments, policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

# 4.6.3 Assembly area

No comments, policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

4.6.4 Emergency kit

Jill- Is this school civil defense meeting place - yes (Keith is the community's civil defense member) Is contact written somewhere? Yes. May need to be updated with Keith's contact. Defib training worth a korero(strategic plan) First aid course refresher.

No comments, policy to be reviewed as unchanged.

Moved: K Ayres CARRIED

#### 4.6.5 School closure

That needs whanau input into review?? Yes, ask for feedback, Review at the next meeting. No comments policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

### 4.6.6 Reverse Evacuation/Lockdown

No comments policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

### 4.6.7 Disaster management

No comments policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

## 4.6.8 Civil Defense Emergency Management

No comments policy to be reviewed as unchanged.

Moved: K Ayres
CARRIED

**Motion:** The Board resolves that pursuant to the provisions of Part 1 sections 6 and 7 and Part 7 section 48 of the Local Government Official Information and Meetings Act 1987 to exclude the public from this part of the meeting to

- receive the LSM's confidential report.
- discuss personnel matters relating to the school house.

and for those reasons the public conduct of proceedings would be likely to result in the disclosure of information the withholding of which is necessary to enable the Board to conduct, without prejudice or disadvantage negotiations and to protect the privacy of natural persons under section 9 (2) (a) of the Official Information Act 1982.

Moved: K Ayres CARRIED

**Motion:** The Board resolves that pursuant to Part 7 section 48. (5). & (6). of the Local Government Official Information and Meetings Act 1987, Jill Corkin be permitted to remain at this meeting after the public has been excluded because

- a) of their knowledge which will be of assistance in relation to the matters being discussed; and
- b) to provide specialist advice and guidance relevant to the matters being discussed.

Moved: K Ayres.

CARRIED

The Board moved into public excluded business at 8.32pm.

The Board moved back into public session at 9.04pm.

The meeting closed at 9.04pm.

Signed as a true and correct record:

Date: 18 05 22