

CONFIRMED MINUTES

BOARD MEETING



At the **Board of Trustees Meeting** on **8 Feb 2023** these minutes were **confirmed as presented**.

Name:	Maungaraki School Board of Trustees
Date:	Wednesday, 7 December 2022
Time:	6:00 pm to 7:08 pm (NZDT)
Location:	School staffroom, Maungaraki School, 137 Dowse Drive, Maungaraki
Board Members:	Kim Webby, Lizzie Briscoe, Megan Hurley, Paul Matthews, Shane Robinson, Aaron Moore, Darian Schulz
Attendees:	Tania Potaka, Brigitte Ferguson
Apologies:	Lisa Agent

1. Regular items

1.1 Prayer and Karakia

1.2 Present and Apologies

1.3 Interests Register

1.4 Confirm Minutes

Board of Trustees meeting 30 Nov 2022, the minutes were confirmed as presented.



Approved as presented

Approved as presented

Decision Date:	7 Dec 2022
Mover:	Shane Robinson
Seconder:	Lizzie Briscoe
Outcome:	Approved

1.5 Action Item List

Due Date	Action Title	Owner
26 Oct 2022	Kahikatia Status: In Progress	Shane Robinson
26 Oct 2022	Te Tiriti o Waitangi Status: Completed on 7 Dec 2022	Shane Robinson
27 Oct 2022	Managing Challenging Behaviour Status: In Progress	Shane Robinson

Due Date	Action Title	Owner
7 Dec 2022	Amended car park plan Status: Completed on 7 Dec 2022	Paul Matthews
7 Dec 2022	Meet with Aaron Moore Status: Completed on 7 Dec 2022	Shane Robinson
8 Feb 2023	Community Consultation Status: In Progress	Shane Robinson

1.6 Car Park

Paul advised that the meeting was held today. The MOE requested that the Car Park redesign project be removed from the Library project. This is because they want to delay the start of this until the end of term 1. We don't believe that delaying it for any time will be beneficial to the project. Paul will send them an email to advise this.



Car Park delay

The board has agreed for Paul to write back to the MOE to express our concern at the delay and request that the Car Park is part of the Library project to be worked on in early T1.

Due Date: 16 Dec 2022
Owner: Paul Matthews

1.7 Finance Report & Draft Budget

FINANCE REPORT

The November report is not in from ESL yet as its still being worked on. We will need to sign this off at the next meeting.

Our security system was upgraded recently so there was a cost to this.

We have had a water leak on site. Some work has been done however it doesn't seem to have fixed it. We had some experts out yesterday and they are still unable to find the leak. We will work on some other ideas to see if we can find the issue.

DRAFT BUDGET

The adjusted draft budget was presented.



Working Capital

Page 46 - Working Capital Budget amount - Shane to ring ESL to see why the number is incorrect.

Due Date: 9 Dec 2022
Owner: Shane Robinson



Presented draft budget is approved

Presented draft budget is approved

Decision Date: 7 Dec 2022
Mover: Megan Hurley
Seconder: Lizzie Briscoe
Outcome: Approved

2. Strategic Discussion/Decision

2.1 Strategic Aims

Strategic Aims 2022 results.

ESOL and ORS students are included in the data.

The Board thanked teachers for their hard work. They would like to share the results with the community. Paul will write up some communications to go in the last newsletter of the year.

Strategic Aims review was tabled.

Draft 2023 Strategic Plan

Shane covered off the adjusted 2023 Strategic Plan.

AKO Strategic Aim 2 - Success statement - page 69. Board discussed this and agreed 95% was a stretch and approved changing this to 93%. Maintaining the standard that we achieved this year. And 90% for movement.



Newsletter Item

Paul to write up a summary of the results to go in the Newsletter to the community. Email this to Tania by Wednesday evening to be included in the last newsletter of the year.

Due Date: 15 Dec 2022

Owner: Paul Matthews



Strategic Goal 2 - Ako

Shane to amend the success statement of Strategic Goal 2 to be: 93% of students will achieve at or above the curriculum expectations.

Due Date: 16 Dec 2022

Owner: Shane Robinson



Draft 2023 Strategic Aims

Carried

Decision Date: 7 Dec 2022

Mover: Aaron Moore

Seconder: Megan Hurley

Outcome: Approved

3. External Updates

3.1 Home & School Update

Icecream party held in the weekend was a success.

3.2 MCA Update

4. Public Excluded / In Committee

5. Close Meeting

5.1 Close the meeting

Next meeting: No date for the next meeting has been set.

New Actions raised in this meeting

Item	Action Title	Owner
1.6	Car Park delay Due Date: 16 Dec 2022	Paul Matthews
1.7	Working Capital Due Date: 9 Dec 2022	Shane Robinson
2.1	Newsletter Item Due Date: 15 Dec 2022	Paul Matthews
2.1	Strategic Goal 2 - Ako Due Date: 16 Dec 2022	Shane Robinson

Signature: _____

Date: _____