

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **6 Apr 2022** these minutes were **confirmed as presented**.

Name:	Maungaraki School Board of Trustees
Date:	Wednesday, 2 March 2022
Time:	7:00 pm to 8:02 pm
Location:	Zoom meeting, https://itp.nz/paul (open in a browser, redirects to a Zoom room)
Board Members:	Julie McDonald, Kaylee Gibbs, Lizzie Briscoe, Megan Hurley, Paul Matthews, Shane Robinson, Wayne Church, Kim Webby
Attendees:	Darian Schulz, Tania Potaka

1. Regular items

1.1 Prayer and Karakia

1.2 Present and Apologies

1.3 Interests Register

1.4 Confirm Minutes

Board Meeting 8 Dec 2021, the minutes were confirmed as presented.



True & Accurate

True & Accurate

Decision Date:	2 Mar 2022
Mover:	Wayne Church
Second:	Shane Robinson
Outcome:	Approved

1.5 Action Item List

Due Date	Action Title	Owner
8 Dec 2021	Strategic Aims - Meet & discuss Status: On Hold	Shane Robinson
8 Dec 2021	Board Self Assessment checklist Status: In Progress	Julie McDonald
4 Feb 2022	Budget Status: In Progress	Shane Robinson
4 Feb 2022	Strategic Aims 1 - Measurable Goals Status: Completed on 21 Feb 2022	Shane Robinson

Due Date	Action Title	Owner
28 Feb 2022	2022 Koru Heart Camp RAMS Status: On Hold	Shane Robinson

1.6 Principal's Report

- School is operating well - kids are happy and being resilient with mask wearing.
- We have had cases at school - Policies & frame-work have been constantly changing so each change has meant we have to adjust our plans and our thinking.
- Mask wearing - most kids were great and learnt quickly, others required more education which we have worked through with support. We currently have a good supply of surgical masks supplied by the MOE. We have purchased our own KN95 masks as these are the recommended. We have a group of kids doing duty using long pick up sticks to pick up any masks that are discarded.
- RATS - we have filled out the forms to get these however don't know if and when we will get. We have therefore ordered some ourselves. The cost for RATS and masks may impact budget lines.
- Online learning numbers are high, 50 to 60 students per day. We have plans in place to support these children with at home learning. We have a checklist in our covid plan which outlines when we review how school operates if we have a high number of staff or students away. Using volunteers is not a favoured option.
- We currently have split breaks, which means more duty for teachers and not getting together as a team.
- Zoom family meetings were held. They were well attended at around 80% and we got some good feedback from families.
- Deputy Principal vacancy - We are working through the process and will advise you of details in due course
- PD - we have made a full on start to PD with some Te Ao Maori which Malcolm is coming in to support. Structured Literacy is being supported Christine Braid.



Carried

Carried

Decision Date: 2 Mar 2022
Mover: Julie McDonald
Seconder: Megan Hurley
Outcome: Approved

1.7 Finance Report

- Cyclical maintenance - we had an overspend so we have asked Ashbys for an explanation on this.
- Depreciation - an increase on this line due to the purchase of more Capital items, however we need to review this with ESL
- We are owed funds from the MOE for electrical monitoring and the portable building hire. This has been accrued in the financials.



Carried

Carried

Decision Date: 2 Mar 2022
Mover: Wayne Church

Seconded: Kaylee Gibbs
Outcome: Approved

1.8 Grant applications



Request to apply for NZCT Grant is approved.

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Decision Date: 2 Mar 2022
Mover: Julie McDonald
Seconded: Kaylee Gibbs
Outcome: Approved

1.9 Property Update

- Flying fox - installation has begun, we are awaiting parts to arrive before they continue.
- 5YA Property plan - we have a meeting this Friday. There may be a move from the MOE to use some of these funds for the Library plan which is concerning. Shane & Paul will provide an update to the BOT after this meeting.
- Tech Centre is set up and ready to go, it looks awesome. The money has been well spent in resourcing this area.



Property Meeting update

Provide the BOT members with an update following the MOE property meeting being held on 4/3/22.

Due Date: 31 Mar 2022
Owner: Shane Robinson

2. Strategic Discussion/Decision

3. External Updates

3.1 Home & School Update

The first Home & School meeting was held by zoom earlier in Term 1. They have adjusted the fundraising schedule to allow for the limitations of Phase 3, therefore term 1 is light and some of the items have been pushed on to later in the year.

3.2 MCA Update

- Fire alarm is installed - certification has been provided and is nearly ready.
- Maungaraki open day - was being planned for Feb / March this year and has been put on hold due to covid restrictions.
- We are waiting on payment from HCC of \$70k + GST for contribution to bike track
- Kelly club has moved in and is doing well. Shane is working on MASC wrap up.

4. Public Excluded / In Committee

5. Close Meeting

5.1 Close the meeting

Next meeting: Board Meeting - 6 Apr 2022, 7:00 pm

Signature: _____

Date: _____