



Northland School Board of Trustees

Agenda/Minutes/Ngā Meneti

Tuesday 28th June 7pm

Online through google meet

Board

Andrew Royle (AR), Kate Jorgensen (KJ), Jono Weir (JW), Trevor Just (TJ), Rose Simpson (RS), Andrea Peetz (AP) (Principal), Emma Chapman (EC)

In attendance

Jane Batchelor (JB), Judith Urry (JU)
Christina Young - Board Secretary

Apologies

Justin Parker (JP)

Duration

meet.google.com/dmj-cnyg-wzb

7pm start and finished at 8.45pm

Agenda

Tuesday 28 June 7pm online through google meet.

Chair: Andrew Royle

1. Welcome and Whakatauki

“Ka mahuta a Matariki i te pae, ka mahuta ō tatau tūmanako ki te tau”

“When Matariki rises above the horizon, our aspirations rise to the year ahead”

E oho ki runga Eoho ki raro ana

2. In Attendance - Christina Young - Board Secretary

3. Apologies

Justin Parker (JP)

4. Conflict of Interest

N/A

5. Minutes of the last Meeting

Moved: Emma Chapman (EC) Seconded: Kate Jorgensen (KJ)

a. Review of action items

b. Other matters arising

6. Principal's Report (Taken as Read)

a) Self Review

b) Human Resources

c) Finance
Nothing to report

d) Property and Playground

JW reported on hall hire. Intend on putting together a paper regarding types of usage including suggested rates with comparisons to other venues in the area. Commented that if the arrangement is casual then the school can manage this. Suggestion that we start casually and see how it goes. AP reported on 'Bricks for Kids' which run holiday programmes involving LEGO.

They are keen on setting up an after school programme. They are going to run 6 sessions in Term 3 3pm - 5.45pm on a Wednesday. They run everything, Northland school just need to provide the venue (Te Kohanga). AP is also working with them on getting a discount on LEGO.

TJ presented on property and mentioned the leak in a classroom. AP said there is a meeting set up this Thursday with Tim. AP mentioned that if this becomes a health and safety issue, it could be a possibility to move classes into Te Kohanga.

KJ reported on the Playspace. Phase 1 of the playspace is complete. Feedback from kids and families has been very positive. The markings on the courts for netball and basketball still need to be completed when ground temperatures are warmer. There was an extra cost of \$1,500 due to the concrete being thicker than expected. JU commented that the green mounds were quite frosty on a recent cold morning but the brown surface was fine. Suggested this is something we may need to keep an eye on.

AR acknowledged the great result of the playground and KJ's work on this.

AR asked is there a maintenance schedule to maintain warrant of fitness? KJ said there is an annual check that Creo does. KJ will check with Tim on costings for this. We are currently in a defects period with Creo so if they will fix anything that comes up within that time frame.

Resolution: A request is made to the Four Winds Foundation for \$16,777 for Robinia timber play equipment.

Moved: KJ Seconded: AR

RS asked how many times we can apply for this grant. KJ said we can apply four times a year.

e) Health and Safety

AP said there have been no student covid cases for the last 3 days (apart from 3 staff members). Our illnesses are decreasing (42 children away today compared to 85 a couple of weeks ago). AP asked how people would feel about pushing the message post holidays that we strongly encourage children to wear masks at school.

RS asked what is the percentage of children wearing masks at school at the moment. AP commented that in Ruru, Kotare and Tieke - about $\frac{1}{3}$ of children are wearing a mask. All children are wearing a mask in Te Kohanga and when they go on a bus. When teachers ask children to mask up, most children do. AP commented that the Ministry is no longer providing children's masks but are sending adult ones.

f) Policies

Julia has looked at when policies have been reviewed and some of these are out of date.

Resolution: AP has suggested that the school signs up for an annual subscription with SchoolDocs to keep policies and procedures up to date.

Moved: AR Seconded: TJ

g) Community and Communication

AR commented that the stats on Seesaw (point 7.2) looked really good. AP commented that the next steps will be to provide parents with ideas on how they can respond to Seesaw posts from the school.

AP mentioned that Christine Austin from ERO has completed the draft school profile. Christine has suggested that this is discussed in committee. AR has suggested that board members take a look at the draft and this can be discussed at the next board meeting.

JB gave an update on Kahui Ako. JU commented that there has been shared learning on Structured Literacy at Kahui Ako. Reminder about the Kathryn Berkett presentation tomorrow night with Kathryn Berkett.

EC updated on a Hau ora webinar she attended. It was mentioned that boards should be aware of the collective agreement for Principals. EC suggested another school walk through next term.

7. Items for Discussion

- a) Home and School - License approval for Mega Raffle
- b) SchoolDocs, Policies and Procedures
- c) Wellbeing update

8. Other Business

9. In Committee

ERO

List of Actions

Date	Action / Resolution	What was agreed?	Whose further action (if any)?	Date completed
15/2/2022	Action	Review the financial delegations to ensure we have enough staff who can access logins for paying salaries during lockdown	AP	
22/3/22	Action	Create an action list with decisions made from previous meetings	AR	
22/3/22	Resolution	The Board agreed that approx. \$20,000 of the funds budgeted for the Block 1 project is made available now to complete the works in the administration block. And that the 5YA budget is to be amended to account for this transfer - allowing the Block 1 project to still go ahead	JW/AP	
22/3/22	Action	Schedule as a future Board agenda item discussion of the falling roll and other revenue streams that we could investigate in light of falling Ministry operating budget	AR/AP	
22/3/22	Action	Schedule as a future Board agenda item a presentation on the Learner Pathway	AR/AP	
23/3/22	Action	AR to talk to Katie about Tikanga for future board meetings (opening, closing etc.)	AR	
17/5/22	Action	JW and RS to support with creating a draft for the newsletter informing parents the school decision around masks for children, staff and visitors. Recommendations to be in line with Ministry's orange settings	JW/RS	Completed
17/5/22	Action	Add a discussion on policies to the next agenda	AR/AP	Completed
17/5/22	Resolution	That the board approves the 2022-2024 charter plan and strategic plan, including our 2022 Targets	None	N/A
17/5/22	Action	KJ to write the Board Update for May for the newsletter tomorrow to include the approval of the Charter, achievement, welcome to Rose and acknowledge John who has resigned.	KJ	Completed
17/5/22	Action	Upload Charter Plan and Strategic Plan to School Website	AP	Completed
17/5/22	Action	Add as a future Board agenda item discussion on building more community involvement in the school	AR/AP	
21/06/22	Resolution	The Board APPROVES the HSC applying for a class 3 operator's licence for the mega calendar raffle, substantially in the form of the application appended to the Board paper.	None	N/A
28/06/22	Resolution	The Board APPROVES that a request be made to the Four Winds Foundation for \$16,777 for Robinia timber play equipment.	None	N/A

28/06/22	Resolution	The Board APPROVES that the school sign up for an annual subscription with SchoolDocs to keep policies and procedures up to date.	None	N/A
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