

Roseneath School Board
Minutes
8 April 2024, 18:30 – 20:28

The meeting opened at: 18:30.

Karakia tīmatanga

1 Administration

1.1 Attendance

Name	Role	Present/Apologies
Airihi Mahuika	Presiding Member (Chair)	Present
Jenny Foote	Principal	Apologies
Anne Crewdson	Member (Staff)	Present
Matt Langworthy	Property	Apologies
Kate Prickett	Member	Present
Nikos Skepetaris	Treasurer	Present
Sarah Roan	Member	Present

Leave from meeting

Matt advised that he couldn't make this meeting as he is overseas and neither can Jenny Foote this week.

Motion: that the Board approve leave from the meeting for Matt and Jenny was agreed.

Others in attendance:

None.

1.2 Declarations of interest

None.

2 Monitoring & review

2.1 Principal's/Tumuaki's report

The Board discussed the Principal's report.

- holes need to be repaired where bitumen has disappeared on top court
- we will put an ad to abandon the enrolment scheme (school zone) in the paper this week and then we will need to notify the Ministry
- Sarah to talk to Enrino from Enjoy to ensure appropriate processes being followed, including ensuring all lights and heating turned off.

- assemblies were recognised as an important interaction with the school community, given recent feedback.

Motion: The Board:

- approved the Principal's report
- delegated authority to Anne for any existing delegations currently given to the Principal until the Principal returns from bereavement leave.

2.2 PAT/STAR results

The Board noted that the final PAT/STAR results were not presented in the Board pack this week. But we don't expect any significant changes.

Action: Defer final PAT/STAR results until the next Board meeting.

2.3 In committee discussion - People matters

Motion: The Board agreed to exclude the public from the meeting under section 48(1) of the Local Government and Official Information and Meetings Act 1987 to maintain the personal privacy of individuals.

Meeting closed to members of the public at 19:05 pm.

Meeting re-opened to members of the public at 19:41 pm.

2.4 Finance

The Board discussed:

- that the monthly financial report for March didn't come yet this month
- we have assumed the financial statements have gone to the auditor by 31 March but will confirm with the Principal when she is back
- ESL reached out to remind us of using term deposits, which we are.

2.5 Property

2.5 Monthly Report – oral update

Matt provided email update:

- we don't yet have the updated proposed 5YA and 10YPP. The process of generating these is on track
- there has been some confusion about which projects are Board vs Ministry lead, which emerged during one of our recent meetings with the 10YPP consultant but Matt believes we're all on the same page now
- one upshot of this is we are hopeful the outdoor learning area project may in fact be able to proceed (or at least some of it)
- Jenny and Matt also met with our new Gaze property manager.
- Matt met with the 10YPP consultant and the drain person and we have managed to get the drain issue escalated to a P1 application (these are Ministry funded higher priority projects that don't come out of Board 5YA funding). We're not sure when we'll find out the outcome of the application.

2.6 After School Programme

The Board discussed the need to finalise the LTO. It needs to be updated to reflect the “permitted use” includes school holiday programmes and before school care as an option.

The Board also noted that Enjoy has received Oscar accreditation and ads for its holiday programmes were included in the school newsletter.

3 Policy Review

3.1 Mobile policy

Amendments to our policy underway but not final version for approval at this meeting given the Principal is away until after the holidays.

Motions: the Board agreed to delegate the amended policy to the Principal and Chair to go finalise for consultation with the School community before coming back to the Board for review and approval.

3.2 One hour a day policy for reading, writing and maths

Amendments to our policy underway but again there is no final version for approval at this meeting given the Principal is away until after the holidays.

4 Discussions

4.1 Kahui Ako Update

Maria met with teachers from Kahui Ako regarding target students in writing as a strategic goal for the Kahui Ako.

5 Identify agenda items for next meeting

The next meeting date is 13 May. The potential agenda items include:

- an updated Curriculum Policy
- an updated Mobile Policy
- the draft 10YPP, which needs to be finalised by 1 June.

6 Any other business

Noted the call for new Board members in the newsletter.

7 Administration

7.1 Minutes of previous meeting

The Board noted that the references to the next meeting dates in both the February and March meeting minutes should have referred to “2024”, not “2023”.

Niko noted an additional change to the draft minutes for the March meeting, which was to move up Niko’s arrival to before the discussion with the Ministry.

Motion: The Board approved the minutes of the Board meeting of 18 March 2024 as a true and correct record, subject the amendments noted above.

7.2 Correspondence

Date	Sender	Content	Action
5 April 2024	Ministry	Monthly – issue 173	FYI/Read

			https://bulletins.education.govt.nz/ https://bulletins.education.govt.nz/bulletin/he-pitopitok%C5%8Drero/issue/special-bulletin/date/2024-04-05
January-February edition	NZSTA	Te Whakarōputanga - https://www.tewhakaroputanga.org.nz/latest-news/stanews-march-2024/	FYI/Read
3 April 2024	Kindo	Regarding payments from parents through Kindo	Email – to seek clarification that we don't need to use Kindo for all transactions.

7.3 Actions

Review of actions from last meeting.

Owner	Action	Status
ML	Rather than seeking a change so the school is no longer a public access way the Board decided to add this as a risk to the risk register and that teachers should check and ask to be advised on visitors using the Long Haul.	In progress
JF/AM	Comms on donations/school finances/need to support after school care.	In progress
JF	Discuss with the Ministry using the vandalism fund to replace the stolen gates (June date)	In progress
ML/AM	Request change to the property licence with Enjoy to have before school care and holiday programmes as a permitted use. Delegation to ML and JF to sign amended agreement	In progress
JF	Consider if any behavioural incidents are being dealt with effectively under the school's policies.	In progress
JF	Notify in newspaper removal of enrolment scheme/zoning and notify Ministry – newspaper week	In progress
JF	Mobile policy added to online policy and consult with community before it's finalised	In progress
JF	Curriculum policy, including 'one hour a day' reading, writing and maths to be completed for term 2	In progress
SR	Sarah to talk to Enrino from Enjoy	In progress

8 Meeting Closure

8.1 Date for next meeting

The Board confirmed its next meeting for: Monday, 13 May 2024 at 6.30pm.

Agenda items due: Tuesday, 7 May 2024.

Papers are due: Friday, 10 May 2024.

KARAKIA WHAKAMŪTUNGA

The meeting closed at 20.28

Minutes **approved**.

Chair:

Signature:

A handwritten signature in black ink, appearing to read "Aini Mahiri".

Date:

13 May 2024