

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 15 AUGUST 2022 AT 6.30 PM**

PRESENT: Liz Molloy, Darrel Goosen, Scott Allen, David Whyman, Rebecca Dykes, Ellen Edwards, Jenny Blythen.

APOLOGIES: Nil

DECLARATIONS: Nil

WELCOME / INTRODUCTIONS:

Liz (outgoing Chairperson) welcomed and thanked the new Board members for standing for the Board. Liz also reassured them that the outgoing Board were happy to be of assistance if needed and there would also be opportunities for them to receive governance advice and/or training.

Liz then handed over to Jenny to call for nominations for new Chairperson/Presiding Member and left the meeting.

ELECTION OF NEW CHAIRPERSON / PRESIDING MEMBER:

- Moved that Scott be elected as Chairperson.
Moved: Scott / Seconded: Ellen
All in favour

As there were no further nominations, Scott was duly elected.

BOARD PORTFOLIOS / VACANCIES / GOVERNANCE TRAINING:

There are two parent vacancies on the Board to fill. Scott and Darrel explained the portfolios which were discussed and these would be confirmed when the two new members are selected. Scott will contact interested candidates and considering the portfolios, make a recommendation for filling these vacancies.

Board Record Keeper

- Moved that Jenny continue in this role.
Moved: Scott / Seconded: Darrel
All in favour

PROPERTY-BUILDING IMPROVEMENT PROGRAMME:

Keith Tickner reported (via Zoom):

- Due to a request, the tender return dated has been extended to Friday 26 August.
- Dates for start of work planned for the end of year will be arranged to suit the school.
- Keith has given all contractors a document that answers the questions that have been raised.
- Building consent is still not through – Keith explained the reasons and is keeping in touch with Council.

GATE REPORT:

Mel Bentley joined the meeting and presented this report.

Mel spoke on the profiles of giftedness and the programmes in place to cater for these students, which were discussed. She also outlined her responsibilities and the groups she is running.

The Board thanked Mel for the report.

PRINCIPAL'S REPORT (including FINANCE / PROPERTY):

Mahurangi Kāhui Ako – Ngāti Manuhiri Cultural Induction Workshop

Darrel explained this and that it is a great opportunity to connect with our local Iwi. It is open to principals, leaders and board members in our local schools and will be held on Wednesday 7 September from 2.00 – 4.00 pm in the Old Courthouse in Warkworth.

Finance

Board Account Signatory

- The Board approved Wendy Chittenden (outgoing Staff rep) to continue as a Board signatory until the new signatories are set up at the Bank.
Moved: Scott / Seconded: Darrel
All in favour

Sponsorship / Grants / Donations / Events / Sponsorship

Donation Summary and Report from Kim were discussed.

July Roll Return

1 July Roll return was tabled.

Property

Darrel updated the Board on property projects and presented a report from the school’s project manager, Martyn Hooper.

General Legislation

Collective Agreements

Negotiations are continuing and it is likely there will be paid union meetings for teachers.

Mahurangi Transport Network Group’

Darrel explained how the transport network group works. The Ministry of Education are proposing changes to the current system. The next meeting is tomorrow, Tuesday 16 August.

General

Ministerial School Visit

The Labour List MP and Associate Minister of Education will visit the school and meet with Senior Management on Monday 5 September to discuss education policies and school issues.

Roll Numbers

These were discussed.

Moved that the Principal’s, Finance, Sponsorship and Property Reports are approved
Moved: Darrel / Seconded:
All in favour

KĀHUI AKO (COMMUNITY OF LEARNING):

Darrel explained this and the roles within and across the eight local schools that make up this group. The schools collaborate to consider student needs and staff development to benefit the whole Kāhui Ako.

SCHOOL CHARTER / STRATEGIC PLAN / BOT WORKPLAN:

Darrel gave the new members a copy of the School Charter / Strategic Plan and an updated BOT Workplan was distributed to everyone.

MINUTES:

Minutes of the previous meeting were approved by email on 5 July.
Moved: Wendy / Seconded: Hamish
All in favour

CORRESPONDENCE:

Meeting closed at 9.15pm.

Next Meeting: Monday 19 September at 6.30 pm.

| Actions required | Responsible |
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