

Roseneath School Board
Minutes
26 August 2024, 18:38 – 21.19

The meeting opened at: 18:38.

Karakia tīmatanga

1 Administration

1.1 Attendance

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

Leave from meeting

Kate advised that she would not be able to make this meeting as she is traveling to Spain.

Motion: that the Board approve leave from the meeting for Kate was agreed.

Others in attendance

Eniko Lajtar and Chris Hawksworth attended the meeting and introductions were made.

Motion: Board agreed to grant speaking rights to Chris Hawksworth and Eniko Lajtar.

1.2 Declarations of interest

None.

2 Strategic discussion

2.1 Succession planning

The Board discussed:

- Next year there will be Board member elections and the school will need further members, as a few Board member were not intending to stand for re-election in August next year. It was important to have a smooth transition for continuity.
- Portfolio responsibilities of the school Board members currently and how they were distributed.

2.2 Progress on strategic aim 3

The Board discussed:

- Our strategic plan applies for the next two years. This is our first year of that plan.
- We have three goals as part of our strategic plan and third is the local curriculum. Our strategic goal 3 is: “provide ākongā with a robust, relevant, exciting and refreshed local curriculum based on Te Mātaiaho and our community”.
- We discussed the key actions as part of that strategic goal and noted in particular:
 - o We would like to continue our work with Kura Ahurea to level 4. We are using Kura Ahurea pūrākau and linking them to English and/or another curriculum area (eg science).
 - o The rōpū whānau meeting earlier this year, included Ray Ahipene from Ngati Ira/Ngai Tara, to seek insight/input.
 - o Maria’s work with Kahui Āko on the literacy achievement challenge.

3 Monitoring & review

3.1 [Principal’s/Tumuaki’s report](#)

The Board discussed the Principal’s report and the following:

- Attendance and roll projections.
- PLD the Principal is undertaking.
- The injury register and noted that there was one notifiable injury.
- Book week went well and raised money for new books for the school library. The Board acknowledged Anne’s work in organising book week
- Acknowledged the funds raised by Friends.
- Discussed encouraging BYOD for year 4 students and also looking to see if we can get a grant for additional school devices capable of running relevant educational programmes.

Motion: that the Board approve and thank the Principal for her report was agreed.

Motion: that the Board agree to move the in committee discussion to the end of the agenda, given we have Chris and Eniko, attending was agreed.

ACTION: Consider maintenance budget for devices. Nikos to see if we can tap into PB Tech as part of AOG for devices for families wishing to purchase a BYOD.

3.3 [Finance](#)

3.3.1 Finance monthly report

The Board discussed:

- the monthly report for July, which was added to the Board pack during the meeting.

3.3.2 Budget mid year review

The Board discussed the budget mid-year review, including:

- We’ve worked with ESL on the review but have one more iteration before finalising it.
- The projected deficit this year, which has reduced.
- Material adjustments made to the budget.
- Noting our budget assumptions are cautious.

3.4 [Property](#)

3.4.1 Monthly Report

The Board discussed the monthly report, including:

- The consultant for the Ministry has still not updated 10YPP so Ministry hasn’t started to review it yet. We expected the Ministry to take a month to review. We may need to pull out new 10YPP

items from summer project so it can still go ahead (eg the outside window, joinery replacements).

- The meeting on the cross walk is on 25 September.

Motion: The Board agreed the following motions:

- Approving the property report
- Delegating authority to Matt and the Principal to finalise the scope of the summer project, acknowledging that the scope of the summer project may be reduced
- Delegating authority to Matt and the Principal to put forward the Board view at the meeting on the cross walk as per our letter to the Council previously.

3.5 After School Programme

The Board noted that we should refer to the Enjoy site for the fees for after school care.

4 Policy Review

4.1 No Policy Review this month

No discussion.

5 Discussions

5.1 Kahui Ako Update

The Board discussed Kahui Ako in during the Principal report discussion.

3.2 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 21.10pm.

Agenda:

- Principal Performance Conversation
- Staff

Meeting re-opened to members of the public at 21:15 pm.

6 Identify agenda items for next meeting

- Health Curriculum – as the consultation every 2 years.

7 Any other business

None.

8 Administration

8.1 Minutes of previous meeting

Motion: The Board approved the minutes of the Board meeting of August 2024 as a true and correct record.

8.2 Correspondence

Date	Sender	Content	Action
July	STA/Te Whakarōputanga	Monthly newsletter	Log in details to review
August	Ministry	Monthly bulletin - Issues 179 and 180	https://preview.education.govt.nz/bulletins

8.3 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
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.	closed
JF	Action to confirm there are no issues to be raised with the report provided by Enjoy to the School.	closed
JF	Principals required to make an annual declaration to the Board regarding the uptake and use of the wellbeing funding. The declaration needs to be made no later than the last day of Term 4 each year.	In progress
JF and NS	To follow up with ESL extra property money for removal of zoning for students and our Ministry adviser.	In progress
JF	Consider if we need the MindPlus courses or could develop our own enrichment programme	In progress
JF/AC	Ask Friends regarding payment of funding to school and fundraising	In progress

JF	To review the fixed asset register	In progress
JF	To create template time sheet and use it for relievers and part-time staff	In progress
JF/NS	To confirm if we get additional property funding given the school zone has been removed	In progress
NS	Consider maintenance budget for devices. Nikos to see if we can tap into PB Tech as part of the AOG for devices for families wishing to purchase a BYOD.	In progress

9 Meeting Closure

9.1 Date for next meeting

The Board confirmed its next meeting for: Monday 23 September 2024 at 6.30pm.

Agenda items due: Tuesday, 17 September 2024.

Papers are due: Friday, 20 September 2024.

KARAKIA WHAKAMŪTUNGA

The meeting closed at 21.19

Minutes **approved**.



Chair:

Signature:

Date:

23 September 2024