

# Ladbrooks School Board of Trustees Meeting

## Wednesday 25<sup>th</sup> June, 2025

### At Lincoln Events Centre



**1.1 The meeting commenced at 6:00pm with a karakia.**

**1.2 Attendance:**

Sean Wansbrough, Bridie McKinnon, Gemma Stapleton, Shaun Pont, Chris Genet, Meredith White, Nick Draper – late.

**Apologies:**

James Christie,

**1.3 Declaration of interest:**

Nil new.

**2.1 Confirmation of previous minutes:**

February 2025 minutes circulated, accepted as a true and accurate record.

Moved: Bridie McKinnon, Seconded: Sean Wansbrough, **CARRIED**

May 2025 minutes circulated, accepted as a true and accurate record.

Moved: Bridie McKinnon, Seconded: Sean Wansbrough, **CARRIED**

**2.2 Ratification of motions in between minutes:**

Nil

**2.3 Matters arising from the previous minutes:**

Nil

**2.4 Correspondence:**

Inwards

- Letter from parent – re ski trip

**3.0 Regular review / monitoring and reporting:**

**Social science review** – Sean presented the review. 5 main strands. Positive improvement in knowledge around history of NZ and what we can learn for the future. The tamariki want to learn more about ancient civilisations and historical wars and conflict. Awaiting requests for finances for resources to support learning. New curriculum for this area next year.

**KLC camp** – SAP no health and safety concerns. Sean proposes camp goes ahead.

**2026 Dates** – Monday 2<sup>nd</sup> Feb, finish date Thursday 17<sup>th</sup> December. 2x mandated teacher only days, Friday 27<sup>th</sup> Feb, Friday 24<sup>th</sup> April. 382 half days open. Potential Kahui Ako teacher only day would require a later finish date.

**ERO review** – only left on agenda if any questions arising due to late provision of report. Report now live on ERO website.

**BOT succession planning** – Shaun and Nick stepping down. Encourage people to apply, especially junior end of school.

**Strategic plan** – Sean presented an updated version. Pg 4 reduced values to 3, tenacious, caring and inquisitive. Pg 5 – work together, everyone achieve their highest potential, foster long lasting, connected. Success criteria needs to be achievable but also aspirational. Pg 6-9 is placeholder. Current performance next to the success to gauge aspirations. Bridie, Chris and Sean to confirm time and date to work on substance and measurables, success criteria. Important to reflect staff vision. Explain why are we changing our core values? Reserve funds are available so we can complete this including new visual school branding.

### 3.1 **Principal's report:**

The report was taken as read, with Sean making particular reference to:

**Student numbers** - 129 children for role return puts us in same position as last year staffing should stay the same as last year.

**Absences** - Received final figure for term 1 75% attending regularly includes sickness, Sean has sent letters to families for more than 5 days absent. All absences are explained.

**Item 16** – spending PALS grant, increase in maths, reading resources, PE gear, EOTC. Reviewing science resources. Once coded into XERO Shaun can provide more detail and report back what it is spent on.

Moved: Sean Wansbrough, Seconded: Bridie McKinnon, **CARRIED**

### 3.2 **Finance report:**

May Financial Reports circulated.

Finance sub committee met last week to reforecast budget to from PALS funding. Significant amount of sickness, relief staff budget already spent. Increase relieving budget buy 9K 50% increase. Sean will circulate reforecasted budget between meetings for confirmation between meetings unless questions. Shaun questioned if any significant blips in budget. Replied other than staffing 43% of year done, spent 41% budget.

**Gifts** – policy says \$120, greater amounts need to come to BOT for approval. Leave policy as is. Just need to be aware of policy. Sean and Dot started Gift register, who, what and outcome.

Moved: Chris Genet, seconded: Nick Draper, that the Financial Reports be accepted.

**CARRIED**

### 3.3 **Property**

**Classroom reconfiguration** – Plan for December holidays, further 2K underspend on window project, so 17K available. Parents who are qualified, electrical and LBP parents requested to help.

**Playground** – teachers taking kids out to see playgrounds for ideas. Sean voiced that whatever current design is has lasted 20yrs so would like to replace with long life span materials vs looks fantastic now but quickly deteriorates. Plan for mid Term 4 to present what we would like our new playground to look like.

### 3.4 **Kahui Ako**

Letter received today continues until 27<sup>th</sup> Jan 2026. Agreed at Principals retreat to continue connections such a Kapa Haka and high school leadership. Money previously used for Kahui Ako will now be used for learning support.

#### **PAT results**

Sean reiterated that it is one test on one day – indicative maths, listening comprehension and reading comprehension compared to national norms. Sean showed overall results and comparisons with nation. First year doing this only because we had the required number of devices to do so. Will be repeated again in term 4. Sean reiterated that these results are very very good and includes kids who have significant learning needs with formal processes in place to support them. Results can be shared with parents at interview. Likely to be mandated from next year. BOT thanked Sean and the teachers for this work. Shows that we are doing the right job but how to we stretch our higher achievers? How do we keep ourselves over the

national norm? We don't have the behavioural issues other schools have so can focus on teaching.

**Parent letter re ski trip** – wide ranging discussion. Key points included that this was a high risk activity and considerable time and effort would need to go in to ensure appropriate management plans etc. The Board and Principal were reluctant to take on this risk, and to devote Board funds to this at this time to ensure quality in participation and transport costs. As a non-school activity, there was no discretion to mark these absences as justified. *Bridie to respond to letter explaining the Board's decision.*

**4. Policy Review**

**School ICT replacement procedure** – Sean presented this new procedure as it has impacts on finance and assets.

**Financial management polices** - Chris and Bridie will meet and discuss what changes will mean for us. To report back at next meeting.

**5. In committee**

Meeting moved into committee 1954 hours.

Normal meeting resumed 2047 hours.

**6. Preparation for next meeting**

5.30pm 6<sup>th</sup> August 2025 at Lincoln Events Centre.

**Meeting closed 20:50pm.**