

**MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES**  
**July 26 2023 6.30pm in Staffroom**

**1 Administration Matters:**

**1.1 Present:** Alison Manson (Chair), Charlotte Smith, Claire Turton, (Principal), Michelle Manihera (Secretary) Rachel Wright, Susan Edmunds

**1.2 Apologies:** Todd Leathem, Courtney de Boer, Carolyn Boyce-Bacon

**1.3 Confirmation of Minutes 14 June 2023**

*Manson / Church Carried*

**Confirmation of In Committee Minutes 14 June 2023**

*Manson / Turton Carried*

**1.4 Correspondence:** Refer to schedule

*Moved from the Chair "that the correspondence schedule be accepted".*

*Manson / Church Carried*

**1.5 Changes to disclosures of interest:** *None*

**2 Matters Arising:**

**a) Property-** Discuss in Property

**3. Strategic Reports:**

**3.1 Principal's Report:** Refer to the principal's report. Taken as read.  
*Claire spoke to the following;*

**Roll 325** Lost some families. Attendance wise good 90%– ills and chills.

**Partnerships** Mairtown Kindy and Gecko Child Care. Claire, Diana and Courtney visited today building connections. At the moment 5yr old visits come at all different times – Claire looking at the evidence of the best way of the children coming starting school.

**Review – Rich and Dynamic Curriculum**

Goal 2 – where we are at. Key things – 3 year promoting student agency and assessment to form part of the annual plan. Localise curriculum, more service around the school (kapa haka) choir – giving back to the community.

**Curriculum Teams – working well in Focus Groups.** Get that authentic service back. Sending groups to community events – ambassadors of Maunu School. Learning on how to support community groups SPCA etc.

**CRT** new collective agreement CRT increasing to 5 days a term. Will be integrated slowly. Claire looking at how to use this next year possibly with the School Production, STEM days etc. Whatever the focus needs to be on. Aim to have a planned approach so the children feel like they are gaining as well as the teachers. Nano Girl - Bring those experts into the classroom.

**Term 3 STEM Exhibition** – Maori Language week – parents invited to come celebrate their learning. Matua Shane too. Tim Martin DOC – happy to come and work with the children. Lots of Different aspects and getting the children excited.

## **Effective Programmes**

Gifted and Talented, Maths programmes continue to focus on with the management team. Chess Club competition, Lit quiz – get the students more involved in different formats. Watch this space.

**Next meeting** – Final goal and review.

### **3.2 Financials:**

Charlotte verbally reported.

Expenditure point of view, things are on track.

Teacher Relieving is over budget. Most of the deficit is isolated to 4-5 children.

School finances are being run well but the finances needed to support these children are draining us. E.g. funding needed 32 hours but only received funding for 25 hours. School is spending every dollar for that student. Fighting for every child been treated fair and equity.

Total erosion of the schools funding – show the Ministry we have tried everything. Ideas to generate money - Markets in the school hall, people pay for a site. School fundraise from kitchen food etc. Bonus that it will also promote Community Spirit.

## **Budget**

Claire in the process of reviewing the budget. When Paul did it the T/A got an increase, caretaker and office. \$16,000 but closer to \$75 - 80.0000

Blowing the budget on relievers. No top ups from the Ministry this year.

Claire working with Ed Services on depreciation.

**Letter to the Ministry** – Alison and Claire to do explaining our situation.

Funding for Child A – deficit for Child A – direct feedback examples.

This is our overspend.

Maybe in time PTA fundraiser might have to be for the Teacher Aides.

MOE all about inclusion this is your policy and we are trying to implement it – but how? **Challenge our equity rating** – is it worth challenging. Very conscious the time needed for these children with challenges.

Emily Henderson meeting with Claire on the 8<sup>th</sup>, nothing from the MSD – Funding should follow the child not the school.

***We acknowledge the schedule of payments 18 – 23 that have been approved and paid by 2 authorised signatories since the last meeting.***

***Payment schedules passed.***

***Smith/Manson***

***Carried***

**3.3 Staff Report.** Courtney presented her written report. Taken as read.

### **3.4 Property**

**July holidays** – Thomas - carparks complete, just waiting on signage.

Concrete outside 11 and 12 to stabilise drinking fountain. Main path touched up.

Decking slipping support and matting.

**Organised concrete in front of the bus shelter.** Difference in the quote and actual job JB done. (Bill to be revised) Made them aware we are concerned about the budget and additional fees, consultation. End of a 5YA and get our next assessment. Claire is questioning.

**Supplementary funding** of \$84,000 for pump (Septic System) – meeting before hand, WATCO and all involved to make sure it's the best system for the school. Money for drainage along staffroom to be used. Date from MOE for this meeting – BOT to attend if possible.

### **Extras**

Hall lights need replacing Mark Woolf quote.

JB said we need hand rails but LSE said they are not needed.

Security cameras – second hand from Kamo High a possibility.

Property wise – chipping away but drainage is the big one. Car park and the flooding next, someone is looking into it. Won't be in the 5YA. Assessment for the fencing first, this week – gets sent to JB. Fencing for 5-year-old runners. Peace of mind. (a metre behind the rock wall – hedge line, drain line neighbours.) Fencing the carpark was a maybe.

**Overland flow path** – drain water has to be channelled as can't change water coming or the classroom levels. All these local projects need to be coordinated.

**30-year plan** – Claire to talk to Paul Shepherd when he visits.

**Caretaker shed** waiting on new door – vandalism.

## **3.5 Board Self Review**

- Yes to everything
- Happy with most things.
- Members to please read everything so Claire doesn't have to read her report etc.

## **3.6 Community Consultation – feed back**

How do they get that fair and equitable time with the teacher?

Screen time – balance of getting the children outside.

Making sure those programmes have a good use of time. More detail next meeting.

Consultation in the community. First stage. With the students.

Seniors – Survey on being a good citizen – Bullying

Consultation if you were principal for the day what would you do.

PJ Days – something more active possibly.

**Just starting to collate at the moment.**

**Moved into committee 8.30pm**

**To discuss student incident, leave request and out of zone enrolment.**

*Moved from the Chair "That in terms of Section 48 of the Local Government Official Information and Meeting Act 1987 the public be excluded from the next portion of the meeting because it wishes to discuss matters relating to personally sensitive matters for the reason that discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982."*

**Moved out of In committee 8.55pm**

***Rachel Wright left 8.55pm***

## **4 General Business/ Discussion Topics**

- 4.1** Betsy Misiaga Senior stakeholder and Relationship Manager from Kainga Ora new housing Puriri Park Road is excited to be working with Maunu School. Having a presence at Maunu School.

4.2 MOE coming on Monday regarding Betsy and Emily Henderson – MSD

4.3 NZ Schools Trustees Association  
26 candidates - The Maunu BoT voted. Will send off by email.

## 5 Policy Reviews

**SUE reports-** Charlotte confirms she checks the SUE reports in liason with CBB on a termly basis

**Swimming pool.** Sign on gate saying where the nearest defibrillator is. Sign saying that no lifeguard on duty. Agreed that the current rules & pool key contract is sufficient.

### Safety management system

## 6.4 Risk Management

With Adrian – walk arounds done.

## 7 Significant Events:

- Gym Trip
- Middle syn – Portland trip
- Term 3 Powhiri for new students, staff and Betsy Misiaga – Kainga Ora.

**Next meeting** - 16<sup>th</sup> August 2023

### **Preparation for next meeting:**

Wednesday 26 July 6.30pm. see action points.

Wednesday 16 August 6.30pm see action points.

**Meeting Closure:** 9.11am

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairperson

### **Action Points Outstanding**

Month	What	Who	Status	Comment
