

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
August 7 2024 6.30pm in the Staffroom

1 Administration Matters:

1.1 Present: Susan Edmunds (Chair), Claire Turton (Principal), Sijoy Alex, Todd Leathem, Charlotte Smith, Rachel Wright, Pam Crosado, Courtney de Boer, Carolyn Boyce-Bacon (Secretary)
Alison Manson arrived 6.40

1.2 Apologies: Charlotte Smith

1.3. Confirmation of Minutes 19 June 2024

Alteration to minutes required. Add amount for Oxford grant application for PB tech is \$10245 in the Principals report

Edmunds / Leathem *Carried*

Confirmation of "In Committee" Minutes 19 June 2024

Edmunds / Leathem *Carried*

1.4 Correspondence: Refer to schedule

Charter school correspondence- this is something to be aware of. The issue will be retaining teachers if Charter schools become popular & conditions etc are competitive with the state sector.

Moved from the Chair "that the correspondence schedule be accepted".
Edmunds / Turton *Carried*

1.5 Changes to disclosures of interest:

Rachel Wright new disclosure- On the Engineering NZ CPEng Board. This will be added to the Disclosures of interest statement.

2 Matters Arising:

Moved into "In committee" 6.45 pm to discuss student welfare & zoning & fencing.

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 7.15 pm

a) Enrolments. In zone but not living on land yet. -Offer to start school was accepted.
ASB Signatories. Cbd still to go to ASB

Chrome books Oxford application \$2k received.

3. Strategic Reports:

3.1 Principal's Report:

Claire spoke to the following:

Fencing Project

Discussion with Fence project manager confirmed that fence is underway & we will be receiving a proposed timeline for installation shortly.

Maths refresh being introduced in 2025. Maunu is already teaching Maths using the PR1ME Maths programme to ensure there is a managed and uniform approach to Maths across the school.

AOV & targets, staff are meeting tomorrow, with the August board meeting bought forward the data wasn't ready for this meeting.

CT feels that the baseline entry to school has changed & this affects results. Term 4 there will be a big focus on cyber safety.

Country Fair.

11 responses, with only 3 offering to be a co-ordinator of an area. This is not enough community support to organise the annual Country Fair.

Clair discussed the idea of a Friday afternoon event, White Elephant, Food, Food trucks, a Bake sale could still be incorporated into the event? Discussed idea of a Movie Night & how that might work?

Board agreed to proceed with a Friday afternoon event date- 1 Nov. Claire will seek community support to organise this.

Legislation:

3.2 Financials: No report as Charlotte is absent.

3.3 Staff Report. Courtney presented a written report. Taken as read.

Courtney spoke about the successful PD visit to schools in Auckland.

Edendale, Glen Avon, Manurewa Intermediate & Catherine's Mums school, Favona.

Courtney & Claire spoke with real enthusiasm about what they saw.

They will be doing a presentation to the staff & Claire will share with the Board.

4 General Business/ Discussion Topics

- a) Succession planning for new Treasurer. Charlotte would like to finish at the end of 2024 and would like to be in a position to hand over the reins in October as that is when the budget will be being prepared.

Move that we will be looking for expressions of interest for a co-opted board member with a background in Finance.

Susan will be approaching a member of the community & this will be advertised in the school newsletter.

Moved Edmunds/ Turton Carried

Education services are always willing to do a session with the board to assist with a smooth transition.

5. Policy Review: - current review:

1. Internal reviews/updates:

Te Tiriti O Waitangi - reviewed by School docs. CT and AM to go through to see which, if any, optional wording we need.

Bullying and harassment: several policies collated into one. *To ask Schooldocs to include the optional sentence that we are a PB4L school.*

Community Engagement Policy (formerly parents and whanau). Includes legislative requirements for consulting with community, with which we are compliant.

Governance and Management: updates to structure. Note that governance documents are required to be maintained by schools themselves. Ours in process of being updated and *new version to go to Schooldocs by end of the term.*

2. Policies for review this term:

Concerns and complaints (recently internally reviewed and substantially rewritten by Schooldocs). Note that in practice, the most 'appropriate person' remains wherever possible, the person most directly concerned.

Performance management: appropriate and being enacted as written
Protected disclosure: appropriate and being enacted as written

=> Schooldocs details and invitation to view and contribute to reviews to be advertised to community via newsletter each term, as previously done.

6. Assurance:

1. Student Attendance-
2. Reporting to Parents on Student Progress and Achievement
3. Searches, Surrender, and Retention of Property
4. Minimising Physical Restraint

7. Significant Events:

1. Year 5 & 6 teams entered in the Mathex competition. We didn't place, but they tried hard.
2. Poetry day @ WBHS. Few children represented Maunu
3. Trees for survival planting day by the Enviro team.
4. Matariki week.
5. 3 Way conferences- were well attended by families

Next meeting Wednesday 18 Sept 6:30pm

Preparation for next meeting: see action points.

Meeting Closure: 8.45 pm

Signed _____ Date _____
Presiding Chair

Action Points Outstanding

Month	What	Who	Status	Comment
Aug 2023	30 yr property plan: CT will liaise with Tiana from the MOE to try establish whether/what	CT		

	other long term property plans the MOE has in place for Maunu - keep this as a reminder.			
March 2024	Update school website to improve clarity with regard to out of zone enrolments Review governance documents and seek NZSTA/schooldocs advice on updates	CT AM/CT		
May 2024	Change of signatories Various Assurance items	SE, CdB, CBB CT, AM		Contact ASB Changes to sch Docs once confirmed
August 2024	Co-option process for Treasurer	SE, CT		