

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
February 19 2025 6.30pm in the Staffroom

1 Administration Matters:

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

Visitor: Andy Thornton

1.2 Apologies: Nil

1.3. Confirmation of Minutes 27 November 2024.

Confirmation of “In Committee” Minutes 27 November 2024

Edmunds / Turton *Carried*

1.4 Correspondence: Refer to schedule

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

1.5 Changes to disclosures of interest:

Passed around for updating.

2 Matters Arising:

- a) Parking Issues.** This seems to have been resolved for the afternoon pickups. In the mornings, staff are still doing gate duty and educating the community about crossing Austin Road safely when needed. Staff on PM gate duty are asking children to come to the office at 3.10 PM if they’ve not been collected as a further safety precaution.

3. Strategic Reports: Principal’s Report:

Claire presented her written report & spoke to the following:

Property Projects: Fencing Project is almost completed, we are awaiting the MOE to complete a walk through with a couple of modifications at the gates required.

2025 Budget. Refer to email circulated during the December term break to approve and accommodate the new Kapa Haka Tutors. This figure will be incorporated in the budget review in June.

Oxford Sports Trust Grant: \$5174 was applied for towards upgrade & new painting project for playground and we received \$1000. The remaining PB4L term 4 fundraising & a donation from a local group was used to complete the project.

Electrical Fire: There was a small electrical fire on 3 Feb after school outside the Principal’s office in the box. Emergency fire services were called and an evacuation was completed. Electricians are preparing quotes for LM Consulting to put together an emergency response report for funding.

Plumbing: On 5/2 there was another plumbing issue. Watco came on site with the issue corrected around 6pm. Have requested JB from LM to get the report for the camera work completed to map drainage system in term 4.

Cyclical Maintenance (Painting) Plan

We completed the painting of the Senior, Junior, Staff & Disability Toilet blocks during the school holidays. We also had the Walk Way between Admin & Rm 10 painted.

10YPP Planning Meeting Tuesday 4th March at 1:00pm with Chris (10YPP Planner), Liz (LM Consulting) and Tiana (MOE Property Advisor)

Upgrade of Website:

Spike, our Website provider has approached the school to update the website.

A discussion was held regarding the application for funding to purchase the new & upgraded online software which will provide students with unique educational & publishing tool in the classroom as well as connecting the school to the wider community

A funding application is to be made to Pub Charity for \$5286.55 (gst inclusive) to purchase the software for students and the school community and to update the school website.

Moved Claire Turton

Seconded Susan Edmunds

Carried.

Kapa Haka: Lee Morunga & Reo Dunn were welcomed with a special Powhiri led by the Kapa Haka Roopu. They will work with the Powhiri Roopu, Seniors & Yr 2/3 Roopu. Diana Hesketh will take the Potiki (Junior) Roopu.

They will be in the school 2 hours per week.

A discussion was held around using their skills further in the school and within the classrooms to give more children exposure to their programme.

Charter & Strategic Plan 2022- 2025- Annual Plan 2025 Specific

Claire presented the Charter & Strategic plan 2024-2025 which is still in place. The 2025 Annual Plan has been updated to include the Governments priorities of structured Literacy, structured approach to Maths & Attendance in draft format.

Claire will circulate this with Board for consideration and any comments with it to be sent to MOE by end of April.

Legislation:

3b) Financials: Karen gave a verbal report on the 31 December Financial report. We have ended the year with a great surplus.

We acknowledge the schedule of payments 33 to 37 & 2025 #1 which has been approved and paid by 2 authorised signatories since the last meeting.

Payment schedules passed.

Bell / Turton

Carried

3c) Staff Report. (Refer to report)

There have been several staff meetings focussing on the revised English and Mathematics Curriculum & pedagogical approaches.

The Kahui Ako group (several schools) got together on 30 January Staff only day to focus on English and 31 January staff only day to focus on Mathematics.

4 General Business/ Discussion Topics

- a) **2025 Budget.** Since approving this at end of year there are a couple of changes which will be included in the mid-year budget review
 - **Kapa haka** tutors (refer Principal report)
 - **Linewise** IT licence for each senior student filtering which gives teacher access to each child's user. \$5-6 per child which will be met by the school.
- b) **Board Portfolios** Looking at a (Wellbeing) or similar name/themed portfolio. There will be a meeting with Pam/Sijoy/Susan to discuss this.
- c) **Feedback re board survey - a discussion was held following board members comments and feedback:**
 - Diversity- shortage of male role models- how do we overcome this?
 - Discomfort in Educational decline. (Is there something we can do about this or is it a bigger picture?)
 - Decline in some families of educational engagement. They are busy with other things and don't have time or incentive to be very involved in their child's education.
 - Some children arrive not well prepared for school at age 5
- d) **Use of device discussion-** re the balance in device use, agreed the Linewise membership will give staff a better monitoring of children's use at school. The discussion went on to comment on the use of devices at an early age and was school a place where we should be restricting use some more. Was it really necessary to use a device or would pen/paper work?
- e) **Pedagogy of BSLA (Better start literacy)** –Junior readers are not going home this year as part of the Better start literacy approach. Children are being encouraged to read other material. There is a parent night coming up in week 7 to help explain how to help at home.
- f) Consultation options for strategic plan. Lisa Watson is meeting with staff which will help scaffold the plan.

5. Policy Review: Health, Safety & welfare policy

Police vetting and staff registration details presented- all up to date.

Safety management system- This is a 3-year policy review cycle, carparking has been covered off.

Risk Assessment- CT has met with Adrian Lamb and done a risk assessment

Put school docs information in the newsletter so community know how to access these.

6. Assurance:

Trial evacuation will happen again- The bee swarm one didn't due to something late in 2024, but is on the radar.

Moved into "In committee" 7.20 pm

To discuss Staffing

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" 7.23 pm

7. Significant Events:

Meet the teacher
Powhiri
Parking Solutions

Next meeting Wednesday 19 March 2025

Preparation for next meeting: see action

Meeting Closure: 8.20 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 other long term property plans the MOE has in place for Maunu - keep this as a reminder. Nov 2024...Can we remove this now?	CT		
Nov 2024	Check with PTA whether happy to support Oxford grant for playground markings	CT		Completed
Nov 2024	2025 Budget to be forwarded to Ed services once members had time to consider & ask any questions.	CT/ CBB		Completed
Nov 2024	Annual Plan- ready for Feb meeting	CT		

Nov 2024	School Docs- changes as recorded to be advised to sc Docs	AM, CT		
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