

PAKIRI SCHOOL BOARD OF TRUSTEES
Minutes of the meeting held on 2 December 2020 at 5.37pm

Kotahi te hikoi whakamua - United as one; moving ahead together

Present:

Jill Corkin, Linda Donnelly, Jacqui Settle, Jarred Balle, Cherie Williams,
Tara Southgate, Myles Deighton, Kelly Ayres, Diane Greenwood, Dan Paine
Welcome to Nigel Rogers as an observer .

1. Administration

- 1.1 Cherie opened the meeting with a prayer.
- 1.2 Present: Jill Corkin, Linda Donnelly, Jacqui Settle, Jarred Balle, Cherie Williams, Myles Deighton, Tara Southgate, Kelly Ayres, Diane Greenwood. Visitor: Nigel Rogers observing
- 1.3 Confirmation of previous minutes 28 October 2020
Jacqui moved to pass these minutes. **Carried.**
- 1.4 Next meeting 10 February 2021 at 5:30pm
- 1.5 Review key outcomes from last meeting.
 - 1.5.1 Special Meeting set up to clarify the board's position on the MoU ahead of community consultation
 - 1.5.2 Jill's sorting teacher and TA contracts for T4/T1
 - 1.5.3 School House Rent annual Review agreed
- 1.6 Jacqui moved Board members receive the top honoraria due to the long and many meetings this year. **Agreed.**
- 1.7 Thanks extended to everyone for the years work.

3. Review/Monitoring

- 3.2 Principals Report -
Linda answered questions on her report.
Query on data for both pathways. 6year nett for Montessori students on entry.
Two students in each pathway expected to start in 2021. One leaving for college.
To target areas where students are struggling with subjects eg. Numicon for maths.
Kahui Ako focus during 2021 will be on writing.
Discussion on progress of students in both pathways.
Jacqui suggests Montessori teacher, Principal and Jill be left to discuss the educational needs of said children.
Jacqui moves the Principals Report be accepted. **Carried.**

Senco Report received from Raewyn Hatfull.

Jacqui moved to shift this meeting into a Public Excluded Session. **Carried.**

The meeting moved into Public Excluded Session at 6:10pm.

The public is excluded from the discussion items relating to personnel and student issues, due to their sensitive nature. This conforms to Section 48 of the Local Government Official Information and Meetings Act 1987.

Jacqui moves the meeting shift out of Public Excluded Session.

Moved out of Public Excluded Session at 6:44pm.

Visitor Dan Paine arrived at 6:45pm

3.1 Montessori Report

Received from Kelly Norton.

Autex lining recommended for the resource area

3.3 Monthly Financial Reports

Jacqui moves the October Financial report be accepted. **Carried**

Jacqui moves the November Financial report be accepted. **Carried.**

3.4 Financial Committee Report

Jacqui moves \$300.00 be spent on gifts and \$800.00 be for the end of year function for Board and staff. Both approved.

Jacqui moves the Financial Report be passed. **Carried.**

Visitor Jake Tahitahi arrived at 7:05pm.

Jake acknowledged the work that has gone on in the school this year. Cherie spoke on behalf of the Board acknowledging his work with and for us and also presented him with a gift which was gratefully received.

Jake and Linda left the meeting at 7:05pm.

3.5 Property Report

Discussed and agreed to get updated quote for Cyclical Maintenance provision

3.5.1 All agree for the school house rent to be set - as below.

Jacqui moves the report be accepted. **Carried.**

3.6 Policy Reviews

3.6.1 Complaints Policy. Wording change on website needed to bring this in line with our school policy - Tara to amend.

To be reviewed annually and a copy given to parents/caregivers annually and with enrolment packs

Jacqui moved to ratify the policy. **Carried.**

3.6.2 Privacy - Deferred to next meeting.

3.6.3 Role of Chair

The agenda ultimately rests with the Chair.

Agreed that as a guiding principle any matters of significant concern to any board member could be re-discussed - to be reviewed as needs change

Jacqui moves to ratify the policy. **Carried.**

3.6.4 Use of School Buildings Out of Hours.

Jacqui moved to ratify the policy. **Carried.**

Work required to develop an information sheet for hirers stating the terms of use

3.7 Annual Plan: Analysis of Variance & Review of Strategic Aims

Deferred - Special Meeting to be arranged early 2021

4. Strategic Discussions / Decisions

4.1 2021 draft budget tabled

Jacqui presented an overview. Jill congratulates Jacqui on her work
A Special Budget Meeting will to be arranged for early 2021

4.2 2021 Board Work Plan & Key Dates

Tabled in draft form. To be reviewed after Nigel starts

4.3 Waitlist Protocol - Kowhai Room

Tara and helpers have started work on this and will bring to Board once finalised. A cap of 24 students is likely due to space restrictions

4.4 2021 Charter Review Plan

Usual practice is for a full community consultation every 3 years.
Agreed for the board to complete this year's review and notify any significant changes to the community.

5. Updates

5.1 Bus resourcing.

Jill working on this with Cees. Not in any TEZ. To be put to the MOE as a major need. Ongoing.

5.2 Montessori Pathway Review - for Special Meeting early 2021 to document the board's position prior to engaging with the community.

5.3 Extension of LSM Role

Finance and Curriculum Advisory role / funding has been signed off.

5.4 Self-Funded Building


After discussion decided to flag asking A. Krukzeiner to support.

Nigel and Dan left the meeting at 8:15pm.

Powhiri for Nigel on Monday 7 December 10am.
Celebration at school and Morning tea in the Hall.

School house will be vacated by the 18 December. Some minor repairs and painting required. Tenants are happy to move in before these are completed. New tenancy starts on Monday 21 December. Kelly Ayres to notify Nigel.

The meeting closed at 8:36pm



10/2/21

Signed as a true and correct record of proceeding

Jacqui Settle, Chairperson.