

BOARD OF TRUSTEES GENERAL MEETING
HELD ON THURSDAY 26TH SEPTEMBER 2024 AT 6:00PM

Present:

Marcel Frei (Presiding Member), Reena Brinner, Nicole Forster, Thomas Barta, Jo Smith (Acting Tumuaki), Anna Reid (Staff Trustee), Craig Hurford, John Ussher

Speaking Rights:

Reihana Dougherty (Board Secretary)

Meeting started at: 6.30PM

Karakia tīmatanga

*Ma te whakapono,
ma te tumanako,
ma te titiro,
ma te whakarongo,
ma te mahi tahi,
ma te whakamomori,
ma te aroha,
ka taea e matou.*

*By believing and trusting,
By having faith,
By looking and searching,
By listening and hearing,
By working and striving together,
By sheer desire and determination,
By all being done with love,
We will succeed*

1.0 CONFLICT OF INTEREST REGISTER

No amendments added.

2.0 CONFIRMATION OF MINUTES & ACTION ITEMS

Action items reviewed.

Discussed complaints register feedback.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the minutes of the August General Meeting be accepted as a true and correct version of that meeting.*

Moved: Marcel

Carried.

3.0 MATTERS ARISING

None.

4.0 CORRESPONDENCE

Tabled as read.

Liquor licence request for a new adult only event, arranged by the PTA, discussed. It was noted that this is normally something the Board has approved. Marcel asked the Board for any concerns. Nothing noted as it was already mentioned to be an adults only event.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the PTA application for a liquor licence for the purpose of a bingo night.

Moved: Marcel **Seconded:** Nicole **Carried.**

Triennial election date discussed, there are no implications to a change of date. The Board is happy with the date recommended by CES.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees accepts the recommended election date of Wednesday 17 September 2025 from CES.

Moved: Nicole **Seconded:** John **Carried.**

5.0 PRINCIPAL'S REPORTS

Term dates discussed.

Leadership have looked at the possible scenarios for Term dates for 2025. There was very little room to present different scenarios, therefore the dates we would like to propose are:

Staff Only Days (SOD) 27-30 January

Learning Conferences Friday 31 January and Monday 3 February

Classes start Tuesday 4 February

Final day for 2025 is Wednesday 17 December

Proposed Staff Only days:

3 March 2025

30 May 2025 (Curriculum Staff Only Day) Kāhui combined day

18 August 2025 (Curriculum Staff Only Day)

Jo noted that there has been recent information shared by D. Seymour to say SOD may not be able to take place during the term time. This has only been communicated via the media and has not come directly to schools, therefore Staff Only Days have been tentatively added but there is an impression that the government may come back and say this is not possible.

Staff only days discussed. Curriculum staff only days are to be taken, as directed by the Minister for Education.

Jo mentioned that the school has previously paid for BOSCO to be open for support on the Learning Conference dates, which have traditionally been held on the first 2 days of Term 1. These have been invaluable for setting up for the start of the year for children and whānau.

Holiday dates discussed.

Jo noted that whānau and community are really wanting these dates, in particular start dates, so people can begin their own planning.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approves the dates the school will be open for instruction, and Staff Only Days, for 2025 as tabled in the Principal's Report.

Moved: Marcel

Seconded: Nicole **Carried.**

Thomas asked whether we should hold off deciding the SOD in case the Ministry pulls them. Jo noted that it would affect our start date if the Board does not decide on dates now, but if the government removes our SOD following our confirmation of dates, the start date would not change, and we would need to change the 2025 end date.

Nicole asked if we communicate with preschools r.e. Start Dates. Jo confirmed that we do but that the nature of this has also changed.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Principal's Report.

Moved: Jo

Seconded: Thomas

Carried.

6.0 FINANCE REPORT

Thomas spoke to the Finance reports.

No anomalies. Income slightly ahead. Expenses slightly down. School YTD \$60,000 surplus. Learner resources will likely catch this up as they are currently below where we expect.

Still awaiting the cyclical maintenance decision and further information.

Staffing entitlements discussed.

Motion: That the Beckenham Te Kura o Pūroto Board of Trustees approve the Finance Report.

Moved: Thomas

Seconded: Nicole **Carried.**

Marcel asked about the surplus that we are carrying, Thomas noted that this will be decided as a result of the Action Point to discuss additional investment options at the next SOD.

7.0 PROPERTY REPORT

Meeting one of the cyclical maintenance suppliers next month to get a quote and make a decision to feed into the finance budget.

The 5YA Ministry Quote seems high so we will be comparing quotes with private options/providers. Once this is confirmed, we will be going through and making a priority list.

8.0 HEALTH & SAFETY

Taken as read - Nicole noted there was nothing of significance to report.

Jo spoke to the lockdown practice. This went quite well. The children knew lockdown practice was happening and why we do it - "swarm of bees" or "loose dog" were the scenarios shared. Practice has been helpful to spot any gaps. We are using subtle

messaging over the loudspeakers in these events, "we are filling our kete". This is coded to lessen potential panic.

Lockdown vs shelter in place scenarios discussed.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve the Health & Safety Report.*

Moved: Nicole

Seconded: John

Carried.

9.0 POLICY REVIEW

Discussed. All Board members to complete by the 27th.

10.0 GENERAL BUSINESS

The PTA schedule is up to date until the end of the year.

Board Email

Marcel spoke to the suggestions tabled for the Board email and asked if everyone is happy. Consensus given.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees accept the procedure for board@beckenham.school.nz as tabled.*

Moved: Marcel

Seconded: John

Carried.

11.0 IN COMMITTEE

At 7.28PM the meeting moves into a Public Excluded Session for the reasons of legal and professional privilege and to protect the privacy of the natural persons.

At 8.15PM that the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board

12.0 CLOSING

Karakia Whakamutu

*Kia hora te marino.
Kia whakapapa pounamu te moana.
Kia tere te karohirohi ki mua i a koutou.
Hui e, tāiki e.*

*Let the calm be widespread.
Let the sea be smooth like pounamu.
May the sea be smooth ahead of you*

Meeting closed: 8:16PM

Next meeting: **Wednesday 23rd October 2024**

Confirmed: _____



Date: _____

23/10/2024

Actions list. ([click here to see the current action list](#))