



BOARD OF TRUSTEES GENERAL MEETING

HELD ON WEDNESDAY 11 DECEMBER 2024 AT 5:30PM

Present: Marcel Frei, (Presiding Member), Reena Brinner, Nicole Forster, Anna Reid (Staff Rep), Craig Hurford, Thomas Barta, Jo Smith (Acting Principal).

Late: Nil.

Apologies: John Ussher and Reihana Dougherty (Board Secretary).

Absent without Apology: Nil.

Attendees: Stephanie Wood (Minute Taker), Lisa Collier (Literacy), and Krystal Hunt (Maths), and Cade Englefield.

Meeting started at: 5.39PM

Karakia tīmatanga

<i>Ma te whakapono,</i>	<i>By believing and trusting,</i>
<i>ma te tumanako,</i>	<i>By having faith,</i>
<i>ma te titiro,</i>	<i>By looking and searching,</i>
<i>ma te whakarongo,</i>	<i>By listening and hearing,</i>
<i>ma te mahi tahi,</i>	<i>By working and striving together,</i>
<i>ma te whakamomori,</i>	<i>By sheer desire and determination,</i>
<i>ma te aroha,</i>	<i>By all being done with love,</i>
<i>ka taea e matou.</i>	<i>We will succeed</i>

1. STUDENT ACHIEVEMENT REPORTS

Krystal presented the student achievement data in maths to the board. She spoke to her report which included information on the 2024 targets, overall results for each year cohort, assessment process and professional development. 2024 was a successful year for the maths department. The board discussed these results with Krystal. The board thanked Krystal for her work in this area and wished her all the best in her future endeavours.

Lisa presented the student achievement data in literacy to the board. She spoke to her report, including school results vs Kahui Ako results. The staff are really positive about the changes to maths and literacy teaching and the school is starting to see great shifts come from this positivity. Lisa updated the board on the professional development happening in this area for the teachers.

The board thanks Lisa for her work in this area.

Lisa and Krystal left the meeting at 6.03pm.

2. CONFLICT OF INTEREST REGISTER

Nil.

3. CONFIRMATION OF MINUTES & ACTION ITEMS

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

Moved: Marcel Frei

Carried.

4. ACTIONS REVIEW

- Iwi representation on the school board - deferred to 2025.
- Staff discussion on options for surplus funds - on-going.

5. MATTERS ARISING

Nil.

6. CORRESPONDENCE

The correspondence is taken as read.

The board discussed an email from Schooled regarding the 2025 board elections. The board discussed in depth online vs mail out election papers. The outcome of this discussion is the board is happy to proceed with online voting, but wants proactive communications in the lead-up to the online election so that we get maximum participation. The Board would like to see whether Schooled can provide any guidance on the user interface that we can share with the school community. The board is also happy with the quote for the elections from Schooled.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees appoint Schooled as the returning officer for the triennium elections in 2025.*

Moved: Marcel Frei

Carried.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees accept the correspondence.*

Moved: Marcel Frei

Carried.

7. PRINCIPAL'S REPORTS

The Principal's Report is taken as read.

- A staff only day has been held with the focus of the new curriculum. This was a great day and staff are feeling more confident about the new curriculum.
- The roll has reached the predicted 515 students for 2024. It is estimated that there will be 467 students starting 2025. The juniors school's numbers are decreasing as the bulge in the cohort moves through the school. The board discussed reasons why this has happened.
- The annual plan review is tabled for the board's review. Jo spoke to what had been achieved and what was still left to complete.

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

Moved: Jo Smith

Seconded: Thomas Barta

Carried.

8. FINANCE REPORT

The Finance Report is taken as read.

Thomas spoke to the accounts. The school is still tracking for a breakeven fiscal year. Expense items that are higher than budgeted are the administration wages, property maintenance and electricity. The board discussed these expenses.

Thomas updated the board on the draft budget for 2025. The predicted deficit is currently \$165,000. Jo and Thomas will do more work on this to bring the budget to an acceptable bottom line. The board discussed various budget line items.

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

Moved: Thomas Barta

Seconded: Anna Reid

Carried.

9. PROPERTY REPORT

The Property Report is taken as read.

Craig updated the board on a 5YA meeting that had been held with Cameron, the project manager from Logic Group. The Kōmanawa, PTA and Block Eight have been combined into one project. Asbestos has been detected in one of the blocks included in the project. This raises no imminent danger to anyone, but will need to be removed correctly. The funding buffer has been applied to this project now to cover the asbestos removal costs. Craig will update the board on the tender process and when the quotes have been received.

Craig also updated the board on the cyclical maintenance. Carus has now been signed up and a quote has been received for the internal painting. The logistics for external work is underway to ensure the external painting is completed over January.

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

Moved: Craig Hurford

Seconded: Nicole Forster

Carried.

10. HEALTH & SAFETY

The Health and Safety Report is taken as read.

Nicole informed the board that there have been no major accidents or issues since the last board meeting.

The wellness survey for the staff has been completed, but is yet to be analysed.

The trip to Cass Bay is coming up.

Jo spoke to the Wainui Camp RAM that has been submitted to the board for approval.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve Wainui Camp EOTC RAM.*

Moved: Nicole Forster

Seconded: Reena Brinner

Carried.

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

Moved: Nicole Forster

Seconded: Anna Reid

Carried.

11. GENERAL BUSINESS

The board discussed dates for the 2025 board meetings. Jo will review staff calendars and email proposed dates to the board.

Cade left the meeting at 7.02pm.

12. IN COMMITTEE

At 7.02PM 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 7.42PM that the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board

13. CLOSING

The board thanked Jo for the amazing job she has done as acting principal in 2024. The board presented Jo a gift as a gesture of their appreciation.

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: 7.44PM

Next meeting: To Be Confirmed.

Confirmed:  _____

Date: 4/3/25

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