

**BOARD OF TRUSTEES GENERAL MEETING**

**HELD ON THURSDAY 3RD APRIL 2025 AT 5:30PM**

**Present:** Marcel Frei (Presiding Member), John Ussher, Reena Brinner, Cade Englefield (Tumuaki), Anna Reid (Staff Trustee), Thomas Barta, Craig Hurford,

**Absent without Apology:** Nicole Forster

**Apologies:** Sue Leadbetter

**Speaking Rights:** Reihana Dougherty (Board Secretary)

*Meeting started at: 5:36PM*

**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>

**1.0 CONFLICT OF INTEREST REGISTER**

Amendments added - no conflicts.

**2.0 CONFIRMATION OF MINUTES**

No amendments.

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

**Moved:** Marcel

**Seconded:** N/A

**Carried.**

**3.0 ACTION ITEMS**

Action items discussed and updated.

#### 4.0 CORRESPONDENCE

Tabled as read.

Reihana spoke to the BOSCO lease renewal request.

**Motion:** *That the Beckenham Te Kura o Pūroto Board of Trustees approve the BOSCO request for renewal of lease, as per the current Licence To Occupy agreement.*

**Moved:** Marcel

**Seconded:** N/A

**Carried.**

Staff Elections discussed. Schooled will be asked to run our Staff Elections.

Cade spoke to the SchoolDocs correspondence and informed the Board that these will now be regular updates that are tabled for the Board's information. He noted that in the latest SchoolDocs update there is a new pdf detailing the concerns and complaints process, this will be shared with the community via the newsletter on a termly basis.

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

**Moved:** Marcel

**Seconded:** N/A

**Carried.**

#### 5.0 PRINCIPAL'S REPORTS

Cade spoke to the Principal's report.

The draft student achievement targets were discussed. The targets are the same as last year. Cade noted that the school is almost meeting the government's long-term attendance targets.

As a school we are looking to show an incremental improvement in our attendance targets with a lift from 63% (2024) to 70% (2025). The Board queried this target but are ultimately happy to keep it aspirational. Cade feels we can meet this target, and should aim to do so.

**Motion:** *That the Beckenham Te Kura o Pūroto Board of Trustees adopt the 2025 Start of Year (SOY) Student Achievement Targets.*

**Moved:** Cade

**Seconded:** John

**Carried.**

Work Plan Discussed

**Motion:** *That the Beckenham Te Kura o Pūroto Board of Trustees approve the Board Annual Work Plan for 2025.*

**Moved:** Cade

**Seconded:** Reena

**Carried.**

Cade discussed the Assurances with the Board. The Digital Technology and Online Safety assurance was discussed at length. Options to capture consent of Cyber Safety were discussed. An option was suggested to capture signatures on enrolment, or at Learning Conferences, and then send out an annual reminder to whānau.

The Board would like this to be actioned in early Term 2.

**Action:** Cade and the SLT are to gather whānau consent of the Cyber Safety Agreement in early Term 2, and report back to the Board on the Term 1 Digital Technology and Online Safety assurance.

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

**Moved:** Cade

**Seconded:** John

**Carried.**

## **6.0 FINANCE REPORT**

Thomas spoke to the Finance Reports.

The Cyclical Maintenance was discussed.

**Motion:** *That the Beckenham Te Kura o Pūroto Board of Trustees accept the Cyclical Maintenance Calculations.*

**Moved:** Thomas

**Seconded:** Craig

**Carried.**

2024 Draft Annual Financial Statements discussed. Thomas noted that the only change since the last time this was tabled was the cyclical maintenance adjustment, as discussed above.

**Motion:** *That the Beckenham Te Kura o Pūroto Board of Trustees approve the 2024 DRAFT Annual Financial Statements.*

**Moved:** Thomas

**Seconded:** Anna

**Carried.**

2025 Budget discussed.

The Ministry notified us that the operations grant will be higher, which has had a significant positive impact on our budget. Due to this and running a tighter budget, the budget is looking much better.

Ski Trip and impact on Board funding discussed. Options discussed. Thomas noted that the Ski Trip is currently in the budget, but the Board will consider whether this goes ahead.

**Action:** The Board to discuss and determine the outcome of the Y7/8 Ski Trip, in Term 2.

Board Discretionary Funds line discussed. The Board is happy for Cade to use these funds as appropriate within the intended use and budget.

Cade shared with the Board that he is applying for funding (Regional Response Fund) from the Ministry, to enable a person to work in our school supporting our Y7/8 Māori Students. We have been gifted this for Term 1 from Tuahiwi, on the basis that we will continue this if we are granted our funding application.

Cade requested that the Board consider having funds available if this application is not successful. The financial investment would be \$13,000 for the whole year.

John noted that it is a Ministry of Education goal to lift achievement for Māori, and sees the benefit in the Board supporting this opportunity.

Metrics of success discussed.

**Motion:** *That the Beckenham Te Kura o Pūroto Board of Trustees approves the provision of \$13000 to cover the fees of the Tuahiwi Whānau Engagement Advisor for 2025 if our Ministry funding application is not successful.*

**Moved:** Cade                      **Seconded:** John                      **Carried.**

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

**Moved:** Thomas                      **Seconded:** Craig                      **Carried.**

## **7.0 PROPERTY REPORT**

Craig spoke to the Property Report.

Kōmanawa and PTA room update given.

Shade sails discussed.

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

**Moved:** Craig                      **Seconded:** Thomas                      **Carried.**

## **8.0 HEALTH & SAFETY**

Reena spoke to the report. Everything is in hand. The Y5/6 Camp is underway currently.

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

**Moved:** Reena                      **Seconded:** Anna                      **Carried.**

## **9.0 POLICY REVIEW**

The Policy feedback was tabled as read. The review closes on the 11th of April for any members still yet to add feedback.

## **10.0 GENERAL BUSINESS**

PTA Schedule discussed.

Minutes and report taken as read.

## 11.0 IN COMMITTEE

***At 6:57PM 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 7:17PM 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**

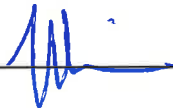
*Kia hora te marino.  
Kia whakapapa pounamu te moana.  
Kia tere te karohirohi ki mua i a koutou.  
Hui e, tāiki e.*

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

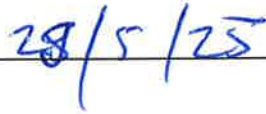
*Meeting closed: 7:18PM*

**Next meeting: Thursday 29th May 2025**

Confirmed: \_\_\_\_\_



Date: \_\_\_\_\_



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