

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 17th February 2025

Present: C Henderson, D Brown, S Butson, J Laming, H Easton, F.Nelson

In attendance: P Kranz (Minutes Secretary)

Apologies: J Wright.

The meeting opened at: 7.04 pm with a Karakia from Ed



ADMINISTRATION MATTERS

	Action Required
Chairperson Appointment Ed was re-appointed.	
Declaration of Interests None declared	
Confirmation of Minutes. Moved: That the minutes of the Board meeting held on the 9th of December 2024 be accepted as a true and correct record. F Nelson / E Finlay Agreed	
Matters Arising From the Minutes None	
Correspondence. <u>In</u> Bill for property maintenance. <u>Out</u> None	
<u>Property</u> Ed said the pool will be looked at to improve how slippery the floor is. With the painting and lawn work now done things are looking good.	

REPORTS

Principal's Report A very busy start to the year, with lots of demands from the Ministry of Education on his time.	
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Attendance Analysis

Damian said he had done some more digging into the stats. The students with moderate absences are all boys in years three and four. So he will be targeting them this year.

96% of students attended for more than 80% of days in term 4, which is a big improvement from last year.

Health Curriculum

Health curriculum to be reviewed this year.

Personnel

Sammy doing really well, establishing her routines and having good relationships with the kids. Supported by a very experienced teacher's aide.

Jo doing well in room 6.

Nicky is proving to be a breath of fresh air in Wendy's class.

So many staffing changes, but all of them working out well.

Property

Online meeting tomorrow about property work to be done over the year. Will report back to the next meeting.

Health and Safety

Nothing to report.

Meet the Teacher Night

Around 30 families there, which is the average number. Pleasing that there were some families of new students there.

Curricula

With the Prime Maths, Structured Literacy, and Writers Toolbox being integrated into the curriculum there's a lot of work being done.

Financial Report

Tabled as read.

Moved: That the above reports be accepted as tabled.

E Finlay / H Easton

Agreed

Update provided via email

Budget

On track with expectations. A brief discussion on some items was held.

Moved: That the budget as presented be adopted.

E Finlay / H Easton

Agreed

Policies

Health & Safety, Safety Management Systems, Risk Management & Healthcare all renewed as posted on SchoolDocs.

Strategic Plan

The existing plan will be in place till the end of the year. Damian is very excited with his work with the Springboard Trust on the process for when it is to be updated.

Annual Goals

With Writer's Toolbox now becoming embedded, and the data from that available, there was a discussion on where Damian should now put the focus in his reporting of data and its analysis to the Board. Agreed that it be reading.

Agreed that reading and writing be adopted as the annual goals

Camp Fees

Dunedin: \$120 for both parents and children.

Ioana: \$ 160 for children and \$100 for parents.

Middleton: \$180 for children and \$70 for parents.

(These were in the Budget so approved when it was adopted.)

Succession Planning

There are elections for Board positions coming up in September, including for a presiding member. Jess Ed and Fiona will be leaving then, and Cat before then.

Budget to be submitted

Annual plans to be submitted

GENERAL BUSINESS

MEETING DATES	
Next Home & School Meeting To be confirmed. Next Board Meeting 31st March 2025, 7.00 pm Staffroom. Next meeting Karakia: Stacey	

Meeting closed: 8.35 pm

Signed: **Date:**.....