

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 4th November 2024

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

In attendance: P Kranz (Minutes Secretary)

Apologies: None

The meeting opened at: 7.00 pm with a Karakia from Joe



ADMINISTRATION MATTERS	
	Action Required
Declaration of Interests None declared	
Confirmation of Minutes. Moved: That the minutes of the Board meeting held on the 16th of September 2024 be accepted as a true and correct record. D Brown /J Laming Agreed	
Matters Arising From the Minutes None	
Correspondence. <u>In</u> <u>Out</u> None	
REPORTS	
Principal's Report In addition to his tabled report, Damian added: <u>Personel</u> Damian outlined the new staff appointment and the staffing placements for next year. <u>Property</u> Still no quote received for the re-carpeting. <u>Trees</u> Trees for a native garden arrive tomorrow <u>Pool</u> Looking good and should be ready to go in a couple of days. For technical reasons	

repainting it is planned to happen in winter.

School Docs.

No changes needed.

Attendance Report

Improvement in the critical 'Below 70%' category, Data better than last year and trending upwards.

Financial Report

Tabled as read.

Damian added: The school is still in a strong position. Most areas are within budgets, and those that are over have either been covered by fundraising or are not over by significant amounts.

Bank staffing is in the black.

Health & Safety Report

Danique's report tabled as read. Nothing of significance to note.

Springboard Trust

Damian has gained a place on this Trust for one year. Said this teaches some high level strategic thinking, so looking forward to engaging with it.

Staff Gifts

Stacy will organise.

Gift Allowance in the Budget

Damian moved that the gift allowance specified in the budget be increased to \$500 as that is a more reasonable sum given what we are usually spending

S Butson / J Laming

Agreed

Moved: That the above reports be accepted as tabled.

F Nelson / J Wright

Agreed

Strategic Plan

Writers toolbox moved from orange to green, but otherwise no updates on actions taken against the plan.

Analysis of Variance

<p>Report on this at next Board meeting.</p> <p>Playcentre Discussion on the document received from Tina Smit. It was felt more information was needed on several matters, such timings of arrivals and departures, numbers of children and their age range, parent to child ratio, noise, and the use of school spaces.</p>	<p>Damian to action.</p>
GENERAL BUSINESS	
<p>School Donations Scheme Damian moved that school enters into the school donations scheme again for 2025. It was moved and agreed Board unanimously in favour</p>	<p>Damian to inform the MoE</p>
MEETING DATES	
<p>Next Home & School Meeting To be confirmed.</p> <p>Next Board Meeting Monday 9th of December, 7.00pm in the staff room.</p> <p>Enviro Schools Meeting 12th of December.</p> <p>Next meeting Karakia: Fiona.</p>	

Meeting closed: 8. 06 pm

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