

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 6th May 2024

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

In attendance: P Kranz (Minutes Secretary)

Apologies: None

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



ADMINISTRATION MATTERS

	Action Required
Declaration of Interests None declared	
Confirmation of Minutes. Moved: That the minutes of the Board meeting held on the 18th of March 2024 be accepted as a true and correct record. F Nelson/ H Easton Agreed	

REPORTS

Principal's Report In addition to his written report, Damian mentioned: <u>Writers' Toolbox</u> Damian distributed some of the Writer's Toolbox analytics and outlined what they indicated. He said a big plus is that the analytics give a very specific baseline to compare progress against. Both teachers and students are very enthusiastic about the program.	
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<p>Interim Data. In all the areas, Reading, Writing, and Maths the same trend is apparent: there are fewer students in the 'middle', the same number 'at risk' but more in the 'above expectations' and 'working towards expectations' categories. The reasons for this are not clear, and there will be data later in the year about this which should help us understand the change</p> <p>Personnel Alicia Melton started as a Teaching Assistant / Learning Support Assistant in Nikki's room, and it is going well.</p> <p>Fire Alarms The new system has been installed. Drills will be run this week as they have changed considerably with the new system.</p> <p>Financial Report Both the working capital and money in the bank are in a good position. Some figures in the report seem high but will be backfilled by donations.</p> <p>Health & Safety Report One near incident, a cut chin. Was bandaged and the child went home.</p> <p>Staff Wellbeing Moral good. Moved; that the above reports be accepted as tabled. E Finlay / F Nelson Agreed</p>	
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GENERAL BUSINESS

<p>Strategic Plan Following the ERO recommendation, Damian ran through the impact on students of the steps taken against the plan.</p> <p>ERO Report A very positive report. Damian ran through what he felt what some of the statements in the report indicated.</p>	
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<p>He also noted what in the 'Where to Next' section suggested for future actions.</p> <p>Since the ERO said they would wait the maximum time, three years, before they would review the school again, it could not have been better in those terms.</p> <p>The Board thanked Damian and the Staff, who worked so hard to get such a good result.</p> <p>Graduate profile Although it is still in development ERO really liked this. It is a description of the personal qualities we want students to have when they leave school. Damian will consult about it this week with the teachers. He will then bring it to the Board before sending it out for community consultation.</p> <p>Fundraising Discussion on how to encourage every family to be involved in fundraising.</p>	
MEETING DATES	
<p>Next Home & School meeting Monday 13th.</p> <p>Next Board meeting Monday 1st July 7.00 pm, Staffroom.</p> <p>Next meeting Karakia: Hayley</p>	

Meeting closed: 8.10 pm

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