

**ST MARTINS SCHOOL BOARD OF TRUSTEES  
MINUTES OF MEETING HELD 24<sup>th</sup> AUGUST 2021**

*Unless either Michele or Andrew are notified of any concerns regarding these minutes by Monday 30<sup>th</sup> August they will be distributed to staff and committees, and be available for parents to read in the school office.*

<p><b><u>PRESENT:</u></b> Kate Hodgins (Chair), Andrew Mouat (Principal), Ranui Calman (Whānau rep), Mike Greenslade, Mark Broughton, Becky Ellis, Tracy Taylor, Helen Norcliffe, Solly Turner.</p>	<p><b><u>ACTION:</u></b></p>
<p><b><u>ADDITIONS TO THE AGENDA:</u></b>  No additions to the agenda</p>	
<p><b><u>MINUTES OF THE PREVIOUS MEETING (MATTERS ARISING):</u></b></p> <ol style="list-style-type: none"> <li>1. Permanent versus fixed contracts. Andrew still investigating. Middle ground currently considering. Approach current fixed term teachers for the anticipated 2 roles. Andrew plans to meet with the fixed term teachers first then raise with wider staff by the end of the term.</li> <li>2. Confirm will stick with the status quo re uniforms and look to reduce price point of polar fleece. Michele to update minutes.</li> </ol> <p>The minutes of the meeting held 22nd June were accepted as true and accurate. Andrew/Mike</p>	<p>AM  MS</p>
<p><b><u>COMPLIANCE REPORT:</u></b></p> <ol style="list-style-type: none"> <li>1. At home learning, tracking attendance and will follow up with families with no or low engagement.</li> <li>2. Principal appraisal – to do</li> <li>3. Fire drill went well, no issues reported</li> <li>4. Matariki – whānau group feedback. No formal feedback but overall good.</li> <li>5. Property update from MOE – nothing to report</li> <li>6. Hall – on hold due to Level 4 lockdown. Likely a 2.5 week delay with work to be completed in Week 1, Term 4.</li> </ol>	<p>AD and LP</p>
<p><b><u>FINANCE:</u></b></p> <ol style="list-style-type: none"> <li>1. Pretty positive. Cash position is good due to hall redevelopment dollars. Healthy surplus. Parent donations are on budget. Uniform income and expenses are mismatched (positively)</li> <li>2. \$750.00 for BOT staff morning tea. Is this correct? Andrew to check.</li> <li>3. Grounds gardener is an expense but not obvious where it is coded. Andrew to follow up. (ledger 15140)</li> </ol> <p style="text-align: right;">Kate/Mark</p>	<p>AM AM</p>
<p><b><u>PRINCIPAL'S REPORT:</u></b></p> <ol style="list-style-type: none"> <li>1. Six out of zone students have been accepted, providing breathing space. Currently 504 students enrolled.</li> </ol>	

<ol style="list-style-type: none"> <li>2. Year 5-6 camp at Level 2 lockdown will depend on whether venue can put appropriate protocols in place. May need to postpone, but this will depend on having a date available at the camp.</li> <li>3. Lockdown – Google meets have reduced. Devices are being given out, hard copies are going out today. Hero is being used as main source of information sharing. Teachers seem positive. Generally going well from a parent perspective.</li> <li>4. Production – still possible but may need to pull the pin if things are too delayed.</li> <li>5. Applying for grant from Air Rescue Services for portable football goals. “It was resolved today that an application be made to Air Rescue Services for four (4) portable football goal posts. The total amount requested is \$11480.76. I certify that this is a true and correct copy of the resolution of the St Martins School Board of Trustees” Moved Andrew, seconded Becky.</li> </ol>	
<p><u>CHAIRPERSON’S REPORT:</u></p> <ol style="list-style-type: none"> <li>1. Lachie’s Garden has been officially named. Funding has been largely exhausted. Hoping to concrete the path if sufficient funding is available. Will have an opening ceremony.</li> <li>2. Safe routes to school – council have sent back the survey and Kate will review in due course. Alice D will organise for the students to do a news video on safe routes to school.</li> </ol>	<p>KH AD</p>
<p><u>WHĀNAU REPORT:</u></p> <ol style="list-style-type: none"> <li>1. Casual catch up at Ranui’s house. There is interest in looking at Kapa Haka again. Also looking at doing a waiata for the Whānau group.</li> <li>2. Te Wiki o Te Māori is coming up and Whānau group will look to support.</li> <li>3. School narrative – passing this story on through the school. Need to establish framework to ensure these stories/names are a living part of our school culture. Eg: taina tuakana. Andrew and Helen to progress. Ranui to liaise for whānau group support.</li> </ol>	<p>AM HN RC</p>
<p><u>GENERAL BUSINESS:</u></p> <ol style="list-style-type: none"> <li>1. <u>EDUCATION ACT:</u></li> </ol> <p>Key changes:</p> <ol style="list-style-type: none"> <li>1. National level commitment to Tiriti o Waitangi</li> <li>2. State of emergency support</li> <li>3. Every student has a right to attend school full time</li> <li>4. New dispute/complaints panel being set up</li> </ol> <p>School Board objective changes:</p> <ol style="list-style-type: none"> <li>1. Ensure physical and emotional safety of students and staff, including bicultural</li> <li>2. Code of Conduct is coming</li> <li>3. Consulting with the community</li> <li>4. Report on: <ol style="list-style-type: none"> <li>a) Physical and mental staff and student wellbeing</li> </ol> </li> </ol>	

<p>b) Educational achievement  c) Giving effect to Te Tiriti  d) Inclusivity</p> <p>NALP Priorities:</p> <ol style="list-style-type: none"> <li>1. Learners are at the centre of education</li> <li>2. Barrier free access for all</li> <li>3. Quality teaching and leadership</li> <li>4. Future of learning and work</li> </ol> <p>2. <u>EOTC</u>:</p> <ol style="list-style-type: none"> <li>1. All good for Hanmer Camp</li> <li>2. SMS has signed up to the national database</li> </ol>	
<p>The meeting moved into committee at 7.45pm</p> <p>Motion: Moved by the Chair</p> <p>That the public be excluded from the following proceedings of this meeting.</p> <p>The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution is as follows:</p> <p>General subject of each matter to be considered:  Reason for passing this resolution in relation to each matter:  Good reason to withhold exists under Section 7  Grounds under Sections 48 (1) for the passing of this resolution:  7 (2) (a) 48 (1) (a)</p> <p>This resolution is made in reliance on Sections 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole of the relevant part of the proceedings of the meeting in the public are as follows:</p> <p>To protect the privacy of natural persons.  Carried.  At 8.05pm the meeting resumed in open format.  Motion: Moved by the Chair</p>	
<p>There being no further items the meeting ended at 8.05pm. The next full Board meeting will be on Tuesday 21<sup>st</sup> September at 6.30pm.</p> <p>_____ Approved _____  Date</p>	<p>All note</p>