


Board of Trustees Meeting		
When	06 September 2023	
Where	Zoom meeting	
Trustees	Ali Kirkpatrick (Chair), Genieve Morrison, James Ryan and Rachael Kasa	
Attendees	Caro Wills (Principal)	

1. **Welcome**

Ali welcomed everyone to the meeting with a Karakia.

2. **Administration**

2.1 Apologies

Andrew Graham

2.2 Declaration of Interests

The Board had no interests to declare that were relevant to the agenda.

2.3 Confirmation of Minutes 2023

The Board agreed that the minutes of the meeting held on 9 August 2023 were a true and accurate record and could be published on the school website.

2.4 Matters arising from the Minutes

There were no matters arising from the Minutes.

3. **Finance Reports**

3.1 August 2023 Finance report

The August 2023 Finance Report should be available by the end of the week.

Action: Ali to send the August / September 2023 Finance Report to Board members when available.

4. Strategic Decisions

4.1 Drainage

- The ground is drying out and everything looks great. We can now actively start getting quotes to fix the court.
- Caro will be working with Mark Scrimshaw to move forward with MOE on what they will be covering and have more information next meeting.

4.2 Fundraising / School Donations

Decision: The Board agreed that school fees will be raised by \$50 per year over the next 2 years. This will take the school fees to the following:

Family free (2 children or more): 2024 \$270 & 2025 \$320

Individual Student Family: 2024 \$180 & 2025 \$230

The Board has noted:

- there would be the option to pay in full at the beginning of the year OR term payments.

Action: James to write comms for the community for the fee increase.

4.3 Confirmation of Mid term election

The Board has noted:

- that we are lacking representation of our Maori Families in the current Board of Trustees
- that we would like to add another person to the board

Action: Ali to research the process more thoroughly around how / when to run the mid term election

4.4 Fundraising Resolutions

- The Mākara Model School Board resolved that a request be made to each of the following organisations for funding for the amount of \$30,000 to replace the concrete netball court: Pelorus Trust, Grassroots Trust Central, Pub Charity, Lion Foundation, and Trusts Community Foundation
- The Mākara Model School Board resolved that a request be made to the Meridian Energy West Wind fund for the amount of \$70,000 to replace the concrete netball court

5. Monitoring (Caro)

5.1 Health & Safety

The Board noted that there are no health and safety incidents to report. The Hazard Register is a standing item at staff meetings and hazards are quickly addressed.

5.2 Principals Report

The Board thanked Caro for the report and noted:

- The school roll currently sits at 84 with stable attendance (apart from illnesses) and will be at 90 by Term 4.
- Caro will graduate from her Beginners Principal Certification on 11 Nov
- Kahui Ako would like to invite Boards to a Board breakfast on 18th Oct. Venue to be advised.
- Bathroom renovation has moved to the next phase. Current completion date 31st January 2024.
- Quotes for the court have come back at around \$80 000 plus \$1500 for marking.
- Breakfast Club is only breaking even, so will be re-evaluated for 2024.

Action: Caro to follow up with Kiri re. Oscar funding for Breakfast Club and After School care

Action: Ali to forward the Rural Principal

5.3 Principal Assurances

The Board noted that the Term 3 Assurances had been given at the Board Meeting on 6 September 2023).

6. Standing Items

6.1 Term Policy review

There are a number of policies that the school is being asked to comment on in relation to Curriculum & Student Achievement. There were no major changes required

6.2 Complaints register

No complaints have been received.

7. Administration

7.1 Next Board meeting

The next Board meeting will be on 25 October 2023.

8. Any in-committee items

The Board did not discuss any in-committee items.

9. Meeting closed

The Chair thanked everyone for attending and closed the meeting with a Karakia at 7.45 pm.

Chair

Date

Ali Kirkpatrick