


<b>Board of Trustees Meeting</b>		
<b>When</b>	6 December 2023	
<b>Where</b>	Mākara Model School	
<b>Trustees</b>	Ali Kirkpatrick (Chair), Genieve Morrison, James Ryan and Rachael Kasa	
<b>Attendees</b>	Caro Wills (Principal) Andrew Graham (Teacher Rep)	

## 1. Welcome

Ali welcomed everyone to the meeting with a Karakia.

## 2. Administration

### 2.1 Apologies

No apologies

### 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 25 October 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

- Signage and value symbols are currently being installed
- Current budget is looking great and tracking the right direction. The projected deficit of over \$50,000 is now looking like a small surplus.
- We have all of the funding required (with the board commitment) to go ahead with the court before the end of the year.

## 4. Strategic Decisions

- No strategic decisions to be made this meeting

## **5. Monitoring (Caro)**

### **5.1 Health & Safety**

The Board noted that there are two health and safety incidents to report. The Hazard Register is a standing item at staff meetings and hazards are quickly addressed.

- Two injuries have happened in term 4. An arm was broken in high jump and a collarbone was broken during a game of football.

### **5.2 Principals Report**

The Board thanked Caro for the report and noted:

- The school currently sits at 89 tamariki, and we will start 2024 with 94 tamariki.
- Jasmine Edwards has been appointed as O.6 for 2024.
- School camp was successful, there were no issues.
- Community consultation has been collated into raw data form and summary form. Both documents are available in the google drive - main feedback was around communication and the community will be encouraged to use the Hero App going forward.
- Senco update included in Principals Report - please keep confidential
- Bathroom renovations are on track
- Pool is set to go for swimming and the pool will be open for the community with keys.
- Breakfast Club is not financially viable for 2024.
- After school care will need a new provider for 2024 (after March)
- Kura Ahurea will continue in 2024
- Looking to get Kelly Sports back for 2024
- Andrew Graham delivered assessment data

### **5.3 Principal Assurances**

The Board noted that the Term 4 Assurances have been given.

## **6. Standing Items**

### **6.1 Term Policy review**

There were no major changes required

### **6.2 Complaints register**

No complaints have been received.

## **7. Administration**

7.1 Next Board meeting

The first board meeting for 2024 will be week 3 of term 1.

**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 6.35 pm.

**Chair**

**Date**

Ali Kirkpatrick