

Mākara Model School Board of Trustees Meeting 11 September 2024 at 5.30 pm

Where Mākara Model School and Zoom

Trustees Ali Kirkpatrick (Chair), James Ryan, Genieve Morrison and Rachael Kasa

Attendees Caro Wills (Principal), Andrew Graham (Deputy Principal)

The meeting was recorded for minute taking purposes.

1 Welcome

Ali welcomed everyone to the meeting. The meeting opened 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 7 August 2024
 - The minutes of the meeting on 7 Augsut 2024 were confirmed as a true and accurate record and the Board agreed to publish them on the school website.
- 2.4 Matters arising from the Minutes
 - There were no matters arising from the Minutes.

3. Monitoring

- 3.1 Health & Safety
 - The Board noted there were no health and safety incidents to report.

3.2 Principals Report

The Board thanked Caro for her report and noted:

School Roll and staffing

 Our school roll currently sits at 87. Anticipating 91 by the end of the year. We then have 11 year 8's leaving - which will drop us to 80. This allows us to sustain our 4th teacher. 2025 Term dates (There will also be some curriculum days mandated - yet to be informed by Ministry.)

Term	Start Date	End Date	Public Holidays/Teacher Only Days
Term 1	Monday 3 February	Friday 11 April	Thursday 6 February - Waitangi Day Friday 7 February - TOD Friday 28 March - Kāhui Ako Teacher Only Day
Term 2	Monday 28 April	Friday 27 June	Monday 2 June - King's Birthday Friday 20 June - Matariki
Term 3	Monday 14 July	Friday 19 September	Friday 29 August - Teacher Only Day
Term 4	Monday 6 October	Thursday 18 December	Monday 27 October - Labour Day

Curriculum

- Caro with Erica Standford (Minister of Education) at an education conference and the current Government is definitely pushing through with their current agenda and curriculum changes.
- Most significant changes are some concepts being taught earlier, and maths
 resources which will be provided to schools. The school is set up well to handle this
 and changes will not be too disruptive.
- Assessments are looking a little different, but are still using PATs and Easttle, which our staff are familiar with. Our SL assessments are suitable for what the MInistry are requiring.
- The Ministry of Education are currently putting together the 'how we are to teach' component of the curriculum so we will watch this space until it is released.

Senco

- Caro has applied for extra staffing for structured literacy development for 2025.
- Looking at Kahui Ako wide counselling support options at present to see what we can feasibly (and sustainably) make work.

Grants & Fundraising

• Recent applications have been declined, but will keep applying for project funding.

Reporting

- Parent Teacher Interviews had excellent engagement.
- Parent information evening about the Zones of Regulation decent turn out.
- Camp parent information evening coming up.
- Showing learning within Kura Ahurea and The Arts at the Cultural festival.

Property

- Bathroom project awaiting some minor fixes, and then will be signed off.
- Looking at deck/playground quotes at the moment to create outdoor learning spaces for pīwakawaka and junior classes - as well as a space for older children as a wellbeing garden for lunchtime hangouts.

Afterschool care

 Currently after school care will continue for Term 4 and will be reevaluated for Term 1 2025

3.2 Principal Assurances

The Principal provided Term 3 2024 assurances.

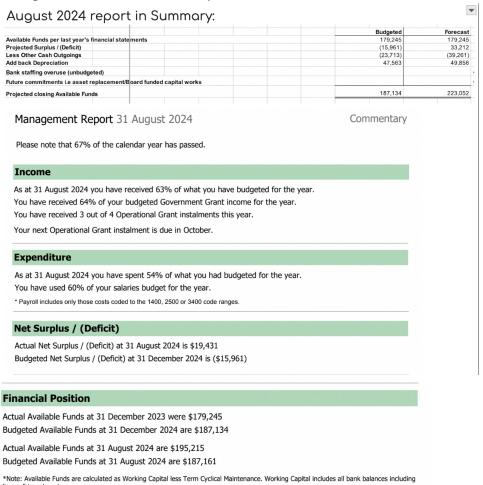
3.3 Health and Safety

• No incidents to report

4. Finance Report

The Board thanked Caro for the Financial Report and noted:

- We currently have a \$19,431 surplus.
- Our projected end of 2024 available funds is \$194,431 at the end of the year.
- Items of significance None of note
 Tracking with a reasonable underspend.



5. Strategic Items

5.1 The Board discussed:

• whether specific measurement frameworks should be monitored by the Board or whether the current reporting frameworks were enough.

- Current Strategic aims were created after community consultation at the end of 2023 and are the overarching frameworks that are used for reporting to the Ministry and Board. Underneath that there lies indicators and objectives and measures that are also reported on.
- Currently there are no specific measurements that the Board has requested reporting on.
- Caro will continue to report on current measure to the board in the Principal Report and is happy to refine as required.

5.2

• Joseph Coyle has accepted the invitation to be co-opted onto the Board for the beginning of Term 4 2024.

Decision: The Boards passes a resolution that Joseph Coyle will join the board from Term 4 2024 and his Board term will align with the current Board election timeframes and will end in September 2025 when the next School elections are held.

6. Standing Items

6.1 Term Three Policy review

The Board noted the following policies are to be reviewed:

Concerns and Complaints Policy Performance Management Protected Disclosure

Genieve feedback wording changes to School Docs.

6.2 Complaints Register

No complaints have been received this term.

7. Administration

7.1 Action items

- Ali to finalise JDs for staff
- Genieve to clean up Governance doc and upload to School Docs

7.2

- Caro to enquire about any other agencies are using Al.
- Guidance on AI, has been released by the Public Service Commissioner James to provide documents.

8. In-committee items

• The Board went in-committee

Meeting closed

The Chair thanked everyone for attending and Genieve closed the meeting with a Karakia.

Chair Date