



Our Purpose: People, Potential, Planet - Growing a community of successful lifelong learners

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING

via Zoom

On TUESDAY 21 SEPTEMBER 2021, 7.00pm

- Present:**
- Mark Keenan (MK) (Principal)
 - Maria Lamberto Calvo (MLC)
 - Tristan Gilchrist (TG - Minutes Secretary)
 - Simon MacKechnie (SM)
 - Vonja Young (VY)
 - Simone Beesley (SB)
 - Brook White (BW)
 - [Robyn Krawitz](#) (RK) (Staff Rep)
 - Damian Powley (DP)

Apologies:

Visitors:

1	Open and Welcome	Follow up
	<ul style="list-style-type: none"> a) MLC opened and welcomed everyone to the meeting at 7.06pm. b) MLC requested any conflict of interest declaration based on agenda. c) DP opened the meeting with a karakia 	
2 and 3	Strategic discussions and decisions	Follow up
	<p>Level 3 starting tomorrow. Distance learning has been very successful, including fantastic support from LA's - one on one, group learning, checking in and assisting with online learning. Feedback from students and families has been very positive. A lack of engagement is starting to occur however staff have been aware and are working with this.</p> <p>We are particularly concerned with the y7&8 students on their return to school. There has been a huge amount of time out of class and we are expecting it to affect learning, anxiety levels and friendships.</p> <p>Guardasil programme is being monitored by Senior leaders.</p> <p>How are we looking out for our teachers? We have delved into our reporting and events that will be occurring in L4. We have made sure that teachers are not feeling pressure so that they can focus on the learning taking place and learning for term 4 rather than the 'extras'.</p>	



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	<p><u>Treaty of Waitangi - Board Responsibilities</u> This was well attended by our local schools. This is a continuous journey where we are looking forward to growth, it was great to see we are travelling the right path. This focus has come about through the change in the Education and Training Act in 2020. Looking at planning for 2021, we are exploring how to weave the Aotearoa history throughout our programme, and including a localised curriculum. How do we give effect to the treaty as a school - from a parent and board perspective? As a board, how do we give effect to the treaty, where can you see it in our work plan and strategic plan? What are we doing well? Is there anything missing from there? Action : MK to distribute a doc for everyone to add their brainstorming ideas prior to the next meeting.</p>	MK
4	Monitoring Reports	Follow up
	<p>a) Principals Report</p> <p>Roll numbers - we may end the year with student numbers less than expected due to parents holding off start dates until 2022 due to covid. All inter school events have been postponed. We will have an EOY written report but it will be scaled back. For the Y8's will this change in report have any effect with them going to college? No, it is more for the parents. The information going through to college will still occur.</p> <p>Out of zone enrolments - numbers to date were shared and applications close next week. Once we have numbers, decisions on places can be made.</p> <p>Our TODs have both been cancelled, including the PAUSE, BREATHE, SMILE Day. We will hold this next year, which will assist in giving the new programme the attention it requires.</p> <p>Staffing update - our 2022 provisional staffing is due this week. We are looking at bringing another teacher into the senior school. We staff on 1-30 for the intermediates, so we do not need to worry with regards to starting a new class, in the senior school this number is closer to the deciding number.</p> <p>Motion: To accept Principals report as tabled Raised RK, seconded BW, unanimous</p>	



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b) Board Chair's Report

Email regarding the sign for the new build and passing on the information about the new built delays due to Lockdown. No answer from Zalene just yet, but we will be following up over the next few weeks.

The survey with regards to Mark's appraisal has been sent out today.

Motion: To accept Chairperson's report as tabled

Raised BW, seconded SM, unanimous

c) Finance

Relievers: We will only get a reimbursement from the MOE for double ups of relievers eg. paid in lockdown and then the event then held in T4. Where we will see the effect is in T4 where sickness will play a part.

We are expecting increased costs through purchases such as masks. We are also looking at running the PTA fun run in T4 which will hopefully still bring in expected funds.

The pool blanket is still an expected expense.

The Auditor's letter has come through to be signed off. Principals have approached the ministry with regards to the cost of the auditors, so watch this space.

Motion to accept the Finance report as tabled

Raised MK, seconded BW, unanimous.

d) Property

SB: Attended the 10YPP start up meeting with MK and MLC. Our focus is the P3 Learning environments. We don't have any H&S issues; we may have any infrastructure needs. This leads to the work hopefully occurring with modernisation. Our ownership of the hall could have an impact on the amount we have to spend. We do have some funding available which will just be used to upgrade classroom spaces - AMS funding. The allocation of these funds will need to occur early in the piece, and there are benefits to carrying out the project earlier also.

The hall is a different issue, however we have asked that this condition assessment be considered at the same time. 5YA funding will start from July next year.



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	<p>Motion to accept the Property report Raised MK, seconded SM, unanimous</p> <p>e) Policies and Legislation: Behaviour management -*****. ***** MK has emailed changes from last time</p> <p>f) Health & Safety Look at school pool risk assessment prior to the pool opening with regards to chemical mix etc. Most of this is picked up with the H&S walkthrough. Action: Ensure the pool agreement outlines no use apart from at Level 1 (it does) and at what point refunds are considered. To be considered prior to the agreement going out.</p> <p>Motion to accept the health and safety report Raised BW, seconded SM, unanimous</p> <p>g) Community Engagement</p> <p>Letter went out to the community, which was great and well received. Would be great to send out at the beginning and end of term as per goals and achievements. We will discuss this at the next meeting.</p> <p>Motion: To accept all Reports as tabled Raised MLC, Seconded DP, unanimous</p>	VY/MK/TG
5	General Business	Follow up
	<p>Other business: Monitoring board time: MLC 7 MK 15 DP .5 VY 1 SM 3 SB 3 BW 1 RK .5</p>	
6	Administration	Follow Up
	<p>a) Motion: to approve the minutes of the meeting held August 2021 as a true and accurate record: Raised BW, seconded SM, unanimous.</p> <p>Action Points from previous minutes: Action: MLC to email Zaleene re weight of building carving of name for new build so it can be taken into account if necessary for engineering - completed</p>	



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	<p>Action: BW to come back with a view to next steps from the Realsure report at the next available opportunity- to be completed.</p> <p>b) Correspondence - nothing to report c) Identify agenda items for next meeting Review annual plan and annual topic - treaty Trustee self review session H&S in the workplace questionnaire. Board Photo House discussion - TBC</p> <p>Meeting closed at: 8.45pm</p>	
Next Meeting: 9 November 2021 at 6pm in Staffroom.		