



Mount Eden Normal

PRIMARY SCHOOL

Te Whare Akoranga o Maungawhau

GENERAL MEETING OF MOUNT EDEN NORMAL PRIMARY SCHOOL BOARD

Wednesday 06 December 2023.

Held in the staffroom commencing at 6.00 pm.

PRESENT: Alan Jackson, Annette Quesado (Chair), Nigel Sinclair, Virginia Brown, Anna Thomas, Fleur de Vries-Oskamp, Sean McKenzie, Richard Pook, Xuemei Tang, Mike Nooney and Sandra Jelicich, Minute Taker.

1 Opening Karakia

2 Administration Matters

Apologies: Nil

2.1 Adoption of agenda:

Alan moved the adoption of the agenda, Fleur seconded. Agreed.

2.2 Confirmation of Minutes 15th November 2023. With the addition of approval to install Tiger Turf on the second half of the top court, refer Property.

Nigel moved the November Minutes be accepted. Alan seconded. Agreed.

2.3 Correspondence: Refer in committee

2.4 Declaration of interests: Nil

3 Matters Arising from Minutes:

3.1 Actions from last meeting reviewed. All attended to or underway.

No.	Action	Resp.
1	Reintroduce the temporary CASS unit in the school newsletter.	Completed
2	POD variation for the permanent CASS unit to be circulated.	Awaiting POD from MOE

4 General Business

4.1 Principal's Report - As read

Alan invited questions and comments.

- The Strategic Plan will be reviewed and presented next year. Not all categories have eventuated as originally planned, however we have made great progress.
- New government policies, yet to be announced. Schools are self governing, however we could find we are given a more prescriptive syllabus.
- The school roll has tracked lower this year which appears to be a local trend. We predict the roll will either stabilise or drop, we can control numbers with out of zone enrolments if needed.
- The HERO App has had a good uptake and been well received.

4.2 BOT meeting dates for 2024

- Circulate options for 2024 meeting dates. **[Action]**
- Discussion on the optimal number of Board meetings per year.

5 Subcommittee Reports

5.1 CASS Specialist Unit.

Alan invited questions and comments.

5.2 Property - As read

Alan invited questions and comments.

- School hall insurance claim, MOE funding now released.

Alan moved the resolution via email that the Board engage Tiger Turf to do the second side of the top court. Annette seconded. Agreed.

- The cause of the flooding in Rm29 is still undiagnosed.

5.3 Finance - As read

Alan invited questions and comments.

- Working Capital position looks very favourable. Canopy nets not yet included.
- Budgets tracking on target or below.
- Staffing on target.
- Waiting on MOE to close out completed 5YA items.
- Narrative report, question re the consistency of scale. **[Action]**

5.4 Communications (End of year message)

- Electronic Christmas cards.
- MENPS Matters includes a message from the PTA celebrating the Canopy Project. 2023 wrap up, Yr 6 camp and athletics etc. Due to go out at the end of next week.

5.5 Strategic plan for next year.

- Kahui Ako (Communities of Learning or COL). Designed to aid the transition of Primary through to High School, Central government funded for new rolls to be created. Each school gets an allocation which provides networking opportunities and additional resources. SLT has been working on identifying what aligns to MENPS, however we can still follow our own path within the organisation. We would apply under their achievement challenge.

Alan moved the Board apply to be a member of Kahui Ako. Virginia seconded. Agreed.

Alan will prepare a document for Annette to endorse. **[Action]**

6 Closing Karakia

7 In Committee 6.55 pm

Date of next meeting: 14 February 2024

Signed.....

Date.....