



Mount Eden Normal PRIMARY SCHOOL

Te Whare Akoranga o Maungawhau

**GENERAL MEETING OF MOUNT EDEN NORMAL PRIMARY SCHOOL
SCHOOL BOARD - Wednesday 11 August 2021.
Held in the staffroom commencing at 6.06 pm.**

PRESENT: Murray Streets, Fleur Longley, Alan Jackson, Josephine Easingwood, James Powell, Annette Quesado, Mathew Gribben (left 8.30), Bradley McMahon and Sandra Jelich Minute Taker.

Welcome to attending guests: Hilary Edwards and Mei Tang

1 Administration Matters

Apologies: Richard Pook

1.1 Adoption of Agenda: Confirmed.

1.2 Confirmation of Minutes 07 July 2021 accepted.

Murray moved the Minutes be accepted. Fleur seconded. Agreed.

1.3 Hours for the Month - forward to Sandra

1.4 Inwards Correspondence: Refer to Dropbox.

- Revisit road safety messages to the whole community.
- Student Council involvement/make it personal.

ACTION: Contact Auckland Transport re; additional road safety measures.

Alan

ACTION: Community outreach strategy for road safety message. Alan, Josie and Mei.

Outwards Correspondence: Refer to Dropbox.

1.5 NZSTA Materials:

1.6 Declaration of Conflict of Interest - Nil

2 Matters Arising from Minutes:

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

- Our SMS provider complies with all MOE requirements.
- Further planning required on a Board succession video. Opportunity for the Student Council to be involved.

ACTION: Murray and Fleur to discuss options for a Board succession video.

3. General Business

3.1 Learning Support presentation - Hilary Edwards

The Board thanked Hilary for her informative presentation.

3.2 Principal's Report - As read.

Alan invited questions and comments.

- 5 respondents to the survey on reports/conferences.
- Email surveys generally result in diverse results.
- Discussion on the challenge of encouraging frank conversations.
- The shorter timetable for the day didn't work so well for everyone.
- Leadership Pathways Program, delegate in Term 4.
- Decks - MOE have advised that the decks identified as needing remediation are usable safely. However, in the absence of an engineers report the decks remain out of bounds.
- Windows - Defect list completed, work planned for next school holidays.
- Intumescent Paint - Work continuing on identifying solutions.
- Sports Canopy - The top court identified as the most favourable site from a cost perspective. Awaiting further information.

Murray moved that the Principal's Report be accepted. Josie seconded. Agreed.

3.3 Out of Zone enrolments.

- Out of Zone enrolments discussed in conjunction with our optimal roll statement.

Alan moved that the Board accept out of zone enrolments for 2022 based on August 2021 recommendation. Subject to refining the numbers. Murray seconded. Agreed.

4. Reports

4.1 Property - As read

Alan invited questions and comments.

4.2 Finance - As read

Alan invited questions and comments.

- Draft Finance Policy tabled.

Alan moved the Finance Policy be accepted. Murray seconded. Agreed.

- R & M Building is high but will balance out for the year end.
- Capital Expenditure will be affected if the Sports Canopy doesn't go ahead this year.
- Key indicators tracking well.

Alan moved that the Finance report be accepted. Josie seconded. Agreed.

4.3 Communication.

- MENPS Matters midterm publication.
 - Completed Staffroom.
 - Sports Canopy progress.
 - Road safety message.
 - Board succession.

ACTION: MENPS Matters Term 3 edition planning. Murray and Fleur

- 'Who do I ask' information sheet, translated to Mandarin and will be published on the website.

Murray moved that all reports be accepted. Fleur seconded. Agreed.

5. Self-Review

5.1 Policies review:

School Hours Policy - Aligns with Supervision Policy.

Alan moved that the School Hours Policy be accepted. Murray seconded. Agreed.

Theft & Fraud Prevention Policy - Clause 2.2 and 2.3 to be reworked.

ACTION: Defer Theft & Fraud Prevention Policy to next month.

- Woodlands Park and Balmoral Primary, have sought permission to use our Persistent Complaints Policy. The Board appreciated the request and approval was given.

5.2 Board PD: Collective Agreements in the workplace.
Straight forward, no further questions.

5.3 Strategic Goals - Community Consultation Term 3

- Discussion on the overall approach.
- Term 3 preference for consultation completion.

ACTION: Alan, Fleur, Josie and Annette to meet for further planning.

5.4 Meeting Review

- Kept to the strategic goals well.

Meeting closed: 9.16 pm.

Date of next meeting: 21 September 2021 (Tuesday)

Signed.....

Date.....