



# Mount Eden Normal

## PRIMARY SCHOOL

Te Whare Akoranga o Maungawhau

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### GENERAL MEETING OF MOUNT EDEN NORMAL PRIMARY SCHOOL BOARD

Wednesday 16 March 2022.

Held via Zoom commencing at 6.08 pm.

**PRESENT:** Murray Streets, Alan Jackson, Josephine Easingwood, Richard Pook, Bradley McMahon, Annette Quesado, Mei Tang and Sandra Jelich Minute Taker.

#### 1 Administration Matters

Apologies: Fleur Longley

- 1.1 Adoption of Agenda: Confirmed.
- 1.2 Confirmation of Minutes 16 February 2022

**Murray moved the Minutes be accepted. Alan seconded. Agreed.**

- 1.3 Hours for the Month - forward to Sandra
- 1.4 Inwards Correspondence:
  - NZSTA Te Titiriti.
  - Safe schools initiative.
  - National Leadership Group reps - 2022 - letter to employer
- 1.5 Declaration of Conflict of Interest - Nil

#### 2 Matters Arising from Minutes:

- 2.1 Actions from last meeting reviewed. All attended to or underway.
  - Follow up with interested parties re Board succession.
  - Safe Schools Initiative - focus on safe speeds near schools, parking and crossing approaches. Alan, Mei and Josie will continue work on a submission.

**ACTION: Continue work on the Safe Schools Initiative submission. Alan, Mei and Josie.**

#### 3. General Business

- 3.1 Principal's Report - As read.

Alan invited questions and comments.

  - Yr 1 cohort started on 14/03/2022, numbers slightly lower than projected. Deferred enrolments for Term 2.
  - Distance Learning Program - 72 families have opted in for the remainder of Term 1.
  - All absences are monitored, to date attendance has been high compared to other schools.
  - Outdoor staff function planned for next week.

#### 4. Reports

4.1 Property - As read

Alan invited questions and comments.

- Prestart decking remediation meeting held on Thursday, quote requested to resurface/replace worn boards. Maintenance budget may need to be increased.

**ACTION: Request quotes for deck resurface. Alan**

- Sports canopy - additional contingency detail to be provided by Watershed, property committee will provide information at the next Board meeting.
- Arborists have advised that with regular maintenance the trees should keep in good order for many years to come.

4.2 Finance - As read

Alan invited questions and comments.

- Tracking as expected.
- Enrolling international fee-paying students under Year 9, discussion document. A submission has been made, may have implications for our revenue stream. Alan will try and provide an update for the next meeting.

**ACTION: Update on enrolling international fee-paying students under Year 9. Alan**

- Discussion on revenue stream from recycling.

4.3 Communication.

- MENPS Matters due out late this week.
- Follow up with prospective new Board members.
- Fleur and Alan recently met with the PTA on the Strategic Plan, PTA were supportive.
- Acknowledgement of the PTA contribution last year even though the canopy project has been delayed.

**Murray moved all reports to be accepted. Mathew seconded. Agreed.**

**5. Self-Review**

5.1 Policy review

- Pandemic plan will be reviewed post pandemic.
- The Self Review sub committee will rework the policy calendar and present it back to the Board.

**ACTION: Rework the Policy Review calendar and present back to the Board. Self-Review sub committee.**

- MENPS Covid tracking - Website statistics are receiving a lot of hits.
- Mask wearing makes the biggest difference to reduce transmission.
- The procedures we have implemented are working.
- Continued education and building trust continues to be important to encourage families to send their children back to school.

**6. In Committee 8.10 pm**

**Date of next meeting: 16 March 2022**

**Signed**.....

**Date**.....