



Mount Eden Normal

PRIMARY SCHOOL

Te Whare Akoranga o Maungawhau

GENERAL MEETING OF MOUNT EDEN NORMAL PRIMARY SCHOOL BOARD

Wednesday 12 June 2024

Held in the staffroom commencing at 6.00 pm.

PRESENT: Alan Jackson, Nigel Sinclair, Virginia Brown (Presiding Member), Anna Thomas, Xuemei Tang, Mike Nooney, Annette Quesado, Martina Stevenson and Sandra Jelicich, Minute Taker.

1 Opening Karakia

2 Administration Matters

Apologies: Fleur de Vries-Oskamp

Adoption of agenda.

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

Confirmation of Minutes 15 May 2024.

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

Correspondence: In committee

Declaration of interests: Nil

3 Matters Arising from Minutes:

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

N o.	Action	Resp.
1	Acknowledgement of the work put in for 2023 results.	Inclusion in MENPS Matters and staff morning tea, both planned for end-of-term.
2	Recruitment plan.	Meeting proposed for late June. TBC
3	Thanks to Sean for his contribution as Staff Rep.	MENPS Matters inclusion, end-of-term.
4	Explore a platform that can integrate with HERO	Alternate platform 'Hail' not suitable. Option to send MM via 'Smore'.
5	Updates to policy, comparison for tracking and wording update.	Complete/In process

4 Special Topics

4.1 Welcome to Martina Stevenson elected as the MENPS Staff Representative on the Board.

- Dropbox access has been shared.

5 General Business

5.1 Principal's Report - As read

Alan invited questions and comments.

- Alan summarised the benefits of a Normal School. The initial teacher space is fragmenting and it's recognised that the needs of initial teachers are not being met by the University's. It's important that MENPS is part of the Initial Teacher program conversation.
- Attendance rates are typical for this time of year.

Alan will add past year attendance for comparison. **[Action]**

- Curriculum teams - as yet we haven't identified anyone to take over the IT portfolio.
- Structured literacy is now a government policy. MENPS has signed up to the Better Start Literacy program and from the teachers point of view, Better Start Literacy (BSLA) is extremely positive. We are already seeing a big difference for our students who have struggled to get going with reading.

5.2 NZ Government 1.48bn allocation for education property.

- No confirmation yet on where the funding has been allocated.
- Our operation grant has received an increase of 2.5%.
- Project requests are starting to get turned down.

6 **Subcommittee Reports**

6.1 CASS Unit

- No updates.

6.2 Property - As read

Alan invited questions and comments.

- MOE Significant Weather Event Funding: Work completed Block 1 (admin corridor), with upgrades still to be completed in the accessible bathroom.
- School Hall Insurance Claim: Funding approved to replace the top section of the hall, re-sand and reseal the whole floor. Contractor back on site. Should take approx 3 weeks.
- Temporary fencing: Discussion on the need for temporary fencing, will make the site secure however, the aesthetics won't be ideal.
- Staff bathrooms: Waiting on the architect.

6.3 Finance - As read

Alan invited questions and comments.

- Tracking as expected.
- 2024 Projected Balance Sheet: Clarify equity movement with CES.

6.4 Communications

- MENPS Matters: Schedule for the end of term.
 - Dragon boat festival
 - Matariki
 - Pacifica week.
 - Thanks and farewell to Sean McKenzie.
- Discussion on the success and organisation of the DBF.

7 **Governance**

7.1 Policy review.

- Complaints Policy - next meeting.

7.2 Meeting self-review

- Very focused, kept to time well.
- Examples of real life situations in other schools create helpful discussion opportunities.

8 Closing Karakia 7.22 pm

9 In Committee 14th August 2024.

Date of next meeting:

Signed.....

Date.....