



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

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING
Staffroom
Tuesday 5th September 2023, 6.00pm

Present: Mark Keenan (MK) (Principal)
 Simone Beesley (SB)
 Simon MacKechnie (SM)
 Melita van het Bolscher (MvhB)
 Tristan Gilchrist (TG - Minutes Secretary)
 Robyn Krawitz (RK)
 Jess Milne (JM)
 Jesse Cleave (JC)

Apologies:

Visitors:

1	Open and Welcome	Follow up
	<p>a) SB opened and welcomed everyone to the meeting at 6.00pm.</p> <p>b) SB requested any conflict of interest declaration based on agenda.</p> <p>c) School mihi (ALL).</p>	
2 and 3	Strategic discussions and decisions	
	<p>Health and Safety Questionnaire The H&S walkthrough will be in November. Questionnaire</p> <p>ERO Visit We will be having a review in September.</p> <p>MCB Research Programme We have been invited to take part in a “Managing Challenging Behaviour” programme due to the programme and support we give our students.</p> <p>Strategic Plan Meeting will be held in the new build. We would like to review our Vision Statement</p>	



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	and will work with the staff and BOT to do this. We have already received feedback from the community and students.	
4	Monitoring Reports	
	<p>A. Principals report</p> <p>Production Huge thanks to all the staff for an amazing production.</p> <p>Principal Leadership Fund This started as a wellbeing fund, it has a focus on coaching and leadership. We would like any unused funds from this year to be carried over to next year. Motion: to approve the unused funds of the Principal’s Leadership fund are carried over to next year. Raised (SB) , seconded (RK) , unanimous</p> <p>Motion: To accept Principal report as tabled Raised (SB) , seconded (JC) , unanimous</p> <p>B. Presiding Member MvH to attend Health Safety and Wellbeing training provided by NZSTA. She will give feedback whether this is valuable for others to complete.</p> <p>C. Finance We have tracked well against budget for the first half of the year. We have adjusted our budget to take into account higher than expected costs. Our International income and interest rates have been favourable. Donations received are lower than we hoped. We haven’t included any potential income from the pool this year. BOT salaries are a higher cost due to a high rate of sickness and therefore relievers this year. We have been working well to keep our working capital relatively strong.</p> <p>Motion: To accept Finance report as tabled Raised (JC) , seconded (SB) , unanimous</p> <p>D. Property</p> <p>Pool</p> <ul style="list-style-type: none"> • Deed of lease is currently underway with the new partnership along with a 	



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	<p>marketing plan being rolled out to start the programme.</p> <ul style="list-style-type: none"> ● Maintenance and Health & Safety responsibilities have been taken into consideration. ● MVH is awaiting RAMS information from Swimgym and Incident report communication and will give assurance to the board once received. <p>Motion: the board agrees to enter a deed of lease with Swimgym Raised (SM) , seconded (MK) , unanimous</p> <p>Motion: the board agrees the promotional material is acceptable to go out to the community Raised (JM) , seconded (MvH) , unanimous</p> <p>Actions: SB to inform staff and community Action: JM to inform Kidz club.</p> <p>Zebra crossing SB is working alongside Danny and making progress. We are still at the draft design phase, but are working towards a final design.</p> <p>E. Policies and Legislation:</p> <p>Nothing to report</p> <p>F. Health & Safety</p> <p>We have had a trial lockdown which was successful, feedback from parents was great.</p> <p>G. Iwi Engagement Invited Zalene to this board meeting.</p> <p>Motion: To accept all reports as tabled Raised (SB) , seconded (RK) , unanimous</p>	<p>SB JM</p>
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<p>In Committee Meeting. 7.36 - 8.06 I move that the public be excluded from the following parts of the proceedings of this meeting namely:</p>		
<p>General Subject of each matter to be considered</p>	<p>Reason for passing this resolution in relation to each matter</p>	<p>Ground(s) under Section 48(1) for the passing of this resolution</p>
<p>Proposal for school property to be used for development of a leisure facility</p>	<p>To “protect information where the making available of the information would disclose a trade secret; or would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information” (OIA s 9(2)(b))</p>	<p>That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Board to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.</p>
<p>Recruitment, retention and responsibility allowance</p>	<p>To “protect the privacy of natural persons” (OIA s 9(2)(a)).</p>	<p>That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Board to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.</p>
<p>Board went into committee 7.36pm Board came out of committee 8.06pm</p>		



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5	General Business	
	Covered in other areas.	
6	Other business	
	<p>Monitoring board time: JM 5 JC 8 MvhB 9 SM 7 MK 10 SB 8 RK 4 No correspondence</p>	
7	Administration	
	<p>a) Motion: to approve the minutes of the meeting held August 2023 as a true and accurate record: Raised (SB), seconded (JM) , unanimous.</p> <p><u>Action Points from previous minutes:</u> Action: to consider which meetings to hold over Zoom - ongoing Action: JC to get advice from the arborist as to the health of the tree. - complete Action: JM to see if a swimming school that would like to use the pool. - complete Action: SB to follow up bus timetables with AT - ongoing Action: RK to thank KD and SHT for their presentations - complete Action: SB thank you to the PTA for donations - ongoing Action: KP to source quotes to move the tree - complete Action: MK to share a doc re bike track to add questions from the board - complete Action: MK to meet with Byron and board member - SB,MvB,JM - complete. Action: RK to send a thank you to JS for raising the Mana Ora money. - complete Action: TG to pull donation data for recent years to compare - complete Action: JM to go back to schooldocs for clarification on Inclusive Education. - ongoing</p> <p><u>Actions for next meeting:</u> Actions: SB to inform staff and community on Swimming Pool update Action: JM to inform Kidz Club on Swimming Pool Update</p> <p>Identify agenda items for next meeting -</p> <ul style="list-style-type: none"> ● Curriculum Presentation ● English Presentation ● Strat Plan ● BOT H&S review ● Deed of Lease for the Pool 	



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	Meeting closed at: 8.17pm	
	Next Meeting: 7 November 2023 at 6pm in Staffroom.	