

MINUTES: GARSTON SCHOOL BOARD OF TRUSTEES

Meeting: Wednesday, 26th July 2023 at 7p.m.

1. **Present:** T Naivaluwaqa, Ben Evans, M Tayler, A Aldridge, K O'Loughlin, B McNabb.

1a. **Apologies:** Nil.

1b. Declaration of any conflict of interests for the remaining agenda items.

Resolved: Yes / No If no, comments N/A.

2. Review of the MOE Code of Conduct for School Board Members. Board members have been given a copy of the new Code of Conduct for School Board Members to read and familiarise themselves with it and the standards.

3. Strategic Report

8:10pm. The meeting went to In-committee to discuss the Mid-Year Student Achievement Results. Meeting closed at 9:50pm.

4a. Documentation and Self Review

The following policies have come up for review until the end of Term 3 as part of our School Docs triennial cycle of review. Please log on to School Docs to review them.

- Inclusive Education.
- Maori Educational Success.
- Learning Support.
- Learning Support Coordination.
- Identify Learning Support.
- Gifted Learners.

4b. Employment/Personnel

- Staff wellbeing. Staff well-being was discussed in connection to recent issues at school.
- All support staff personnel are on the new Collective Agreement (C.A.) pay rate with the increases funded by the MOE.

4c. Finance

- The accounts for payment and Finance Report were presented and accepted. B McNabb/ B Evans.
- The 2023 Draft budget was presented and approved. B McNabb/ B Evans.
- A finance report from Hanah Levy (MOE adviser) was discussed and accepted. B McNabb/K O'Loughlin.
- Principal, Tili, Annabelle and Bernie organised a fundraising lunch for the Fairlight Foundation which raised a profit of \$714.10. This money will go towards funding the school ski day.

4d. Property/Asset Protection

- The Property Report was presented and accepted. B McNabb/K O'Loughlin.
- New 10 Year Property Plan and 5 Year Property Agreement with the Ministry has been signed off.
- I.T. Network Design Upgrade has been fast tracked and work will start shortly.

4e. Health & Safety

- Injury/Incident Report: For the period 9 June - 21 July 2023.

	Staff	Students	Other	Total
Number of minor injuries/incidents requiring on site treatment only		3		3
Number of injuries/incidents resulting in GP or other medical visits				
Number of serious harm injuries (reported to OSH)				
Comments on serious harm injuries: Signed: _____ Dated: _____				

- RAM forms for 2 trips: whole-school on Friday, 28th July trip to Dunedin; Room 1 on Wednesday, 2nd August trip to visit historic houses around Garston. Discussed and accepted.

4f. Legal Compliance

- The school roll at 21 July 2023 was 25 and made up of 10 (Year 0-3) and 15 (Year 4-8) students.

5. School Bus

- Memorandum of Agreement. After discussion around bus travel from Garston to out of zone, the Board agreed to sign off the two forms.

6. Events/Special Topics

- Board voted to disestablish FINSCOL (ending 2023) and forwarded that decision to the collective. This decision was in line with that of the other 8 contributing schools.

- Meeting to go to In-committee.

7. Administration Matters.

7a. General Education/Board Updates. Nil.

7b. The minutes from the previous meetings held on Wednesday, 8th June 2023 were confirmed as a true and accurate record of that meeting. T Naivaluwaqa/ B McNabb.

7c. Matters arising: Nil.

7d. Correspondence

MoE:

- Isolation Index.
- Code of conduct for Board members.
- Heat, Light and Water allocation review.
- Direct resourced school bus transport rates.
- Operations Grant and Direct Resourcing payment 3 schedules.
- 5/10 Year property agreement.

NZSTA:

- STA News Issue May, 2023.

Tili Naivaluwaqa:

- Furniture purchase approval.

N.Z.E.I:

- Teachers' salaries Up-date.

Letter of support from parent.

Letter from parent requesting information on Out of Zone Enrolments.

The correspondence was presented and accepted.

8. Meeting Closure:

8a. Time, date, preparation for next meeting - Wednesday, 6th September 2023 at 7pm.

8b. Group evaluation of meeting

Meeting closed at 10:08pm.

Signed:

Presiding Officer

Garston School Board of Trustees.

Date: