

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **27 Nov 2024** these minutes were **confirmed as presented**.

Name:	Maungaraki School Board of Trustees
Date:	Wednesday, 23 October 2024
Time:	6:00 pm to 7:20 pm (NZDT)
Location:	School staffroom, Maungaraki School, 137 Dowse Drive, Maungaraki
Board Members:	Aaron Moore (Chair), Cole Komarkowski, Kim Webby, Lisa Agent, Matthew Butler, Lizzie Briscoe, Megan Hurley, Shane Robinson
Attendees:	Tania Potaka, Darian Schulz, Brigitte Ferguson

1. Opening Meeting

1.1 Prayer and Karakia

1.2 Present and Apologies

1.3 Interests Register

2. Regular Items

2.1 Confirm Minutes

Board Meeting 11 Sept 2024, the minutes were confirmed as presented.



Approved

Approved

Decision Date:	23 Oct 2024
Mover:	Cole Komarkowski
Seconder:	Matthew Butler
Outcome:	Approved

2.2 Action Item List

Due Date	Action Title	Owner
23 Oct 2024	Changes to Yr 7&8 Techonology Status: Completed on 23 Oct 2024	Shane Robinson

2.3 Principal's Report

- Board assurances were provided for the following policies: School Year, Terms, and Holidays, Managing Income and Expenditure and Expenditure and Gifts.
- Lizzie, Matt & Aaron are to meet to discuss Term 4 policy reviews.
- We reviewed our insurances with the provider. We will consider adding in Cyber Insurance which would cost us approximately \$1800. We have added Two Factor Identification for email and assurance made that passwords are changed regularly.
- Shane advised the board of staff appointments for 2025 and the structure of the 4 syndicates.
- The new maths curriculum coming in next year was discussed. The MOE will fund two years of resources, staff will review these at this Fridays Teacher Only day. The resources need to be ordered by Nov 4th. We will decide what to use and how to support staff. Shane will share this at the next board meeting.
- The Principal's overseas travel in March 2025 was approved.



Principals report & Overseas travel - Approved

Approved the Principals report and the Principals overseas travel in March 2025.

Decision Date: 23 Oct 2024
Mover: Lizzie Briscoe
Seconded: Cole Komarkowski
Outcome: Approved

2.4 Finance Report

- Shane covered the Finance Report
- The Teacher Salaries budget line will continue to track over budget due to an ongoing injury. ACC payments will be made to the school to cover this, however they are delayed and some of these reimbursements will be paid in 2025.
- Teacher Aide budget line will end up over budget. We have received significantly more in IRF's to cover this overspend.
- Repairs & Maintenance budget line has an overspend due to drainage, which was covered at the last BOT meeting.
- Caretaker line will have an overspend due to a long term illness which is being covered by a temporary staff member.
- The electricity budget line was discussed as this is due to go over budget due to a large increase in usage caused by the new buildings. They discussed the Solar panels and the idea of adding a battery to store the generation. Contact Mike Rathbone to discuss.



Finance report - Approved

Approved the report including the overspends on Teacher Salaries, Caretaker, Repairs & Maintenance and Teacher Aide budget lines.

Decision Date: 23 Oct 2024
Mover: Lisa Agent
Seconded: Matthew Butler
Outcome: Approved



Solar Panel Battery pack

Contact Mike Rathbone to discuss the cost of installing a battery pack for the solar panels.

Due Date: 3 Mar 2025
Owner: Shane Robinson

2.5 Property Update

- Our bottom field needs reseeding, along with some other areas which had extra foot traffic while the fences were up
- Signs are up in the car park
- We await the front fence to be completed
- We are working on getting a concrete pad for our rubbish bins

3. Staff

3.1 Resignation



Resignations - Approved

Accepted 2 resignations

Decision Date: 23 Oct 2024
Mover: Lizzie Briscoe
Seconder: Cole Komarkowski
Outcome: Approved

4. External Updates

4.1 MCA Update

- Charitable status has been reapplied for and given
- Some locks on the hall door are being replaced with key pads
- Invoicing is to be cleaned up
- The council is working on the use of hall assets in communities. This may impact the school, however the MCA will feedback to us once any changes are notified.

4.2 Home & School Update

- The Quiz night a great success with around \$8000 raised. Thanks to all who organised and helped with the event
- Community Carols event is coming up in December
- The last Pizza lunch is at the end of Term 4 & Calendar Art is being worked on

5. Public Excluded / In Committee

6. Close Meeting

6.1 Close the meeting

Next meeting: Board Meeting - 27 Nov 2024, 6:00 pm

Signature: _____

Date: _____