



Bailey Road Primary and Intermediate School
MINUTES OF THE BOARD OF TRUSTEES MEETING

Date of Meeting: 11 September 2023 Time: 6:00 pm

1] Administration

Present: Stephen (Steve) Doran (in the chair), Max Guptill (Deputy Chairperson), Liz Lombard, Maua Collins-Kamuhemu and Michelle Love (Staff Representative and Minute Recorder).

In Attendance: Fia Salesa (Deputy Principal)

Welcome

Steve welcomed everyone to the meeting and informed the Board of the apologies from the trustees. Condolences to Michelle Ginders and her family.

Apologies

Ray Kelly (Principal), Natalia Solomon, Leon Mallard and Michelle Ginders (Minute Recorder).

Conflict of Interest

None

Action Points of Previous Meeting – 07.08.23

1. Ray is still awaiting quotes from the Property Advisor and will work on the application.

2. Ray is looking into the additional cost associated with the Healthy School Lunch Programme and checking out other schools.
3. Ray is looking at the 2024 Budget regarding class furniture for the Rimu Syndicate.
4. Ray has thanked the staff for their reports.
5. Ray will keep the Board informed if the attendance initiatives are working.
6. Ray is looking at additional professional development options for staff.
7. Ray has informed Child's Time of the Board's decision on their lease amount for 2023-4.

2] Strategic Aims

2.2 **Principal's Report** – The following has been amended in the Principal's Reports.

- **Stand-downs** – Stand-downs for Term 3 are now at 15.

3] Governance Information & Legal Compliance

3.1 **Policies** - The Board briefly discussed the following policies:

- Inclusive Education
- Māori Educational Success
- Learning Support
- Learning Support Coordination
- Identify Learning Support
- Gifted Learners

The following motion was proposed:

To accept and approve the following policies: Inclusive Education, Māori Educational Success, Learning Support, Learning Support Coordination, Identify Learning Support and Gifted Learners.

Proposed: Max Guptill

Seconded: Liz Lombard

Result: All in Favour ~ motion carried.

4] **Finance & Asset Management**

4.1 **Financial Reports** – Liz informed the Board of the July Reports, which are good, and there were no questions from the Board.

5] **Strategic Decision**

5.1 **Primary Principals' Collective Agreement Wellbeing Fund** – The briefly discussed by the Board.

5.2 **Covid Guidelines** – The Ministry has provided schools with guidelines for dealing with Covid-19 cases, but these are only advice, not rules.

6] **General Business**

None.

7] **Motions**

Minutes of the previous meetings

The meeting minutes held on the 7th August 2023 were read and accepted as a true reflection of that meeting.

Proposed: Maua Collins-Kamuhemu

Seconded: Michelle Love

Result: All in Favour ~ motion carried.

Abstained – Steve Doran

Correspondence

A motion was proposed to accept all incoming and outgoing correspondence.

Proposed: Max Guptill

Seconded: Liz Lombard

Result: All in Favour ~ motion carried.

Financial Reports

A motion was proposed to accept and approve the financial accounts for July 2023 and the bills to be paid.

Proposed: Liz Lombard

Seconded: Maua Collins-Kamuhemu

Result: All in Favour ~ motion carried.

8] **Agenda Items for Next Meeting**

None

9] **In Committee – Personnel**

Steve moved that:

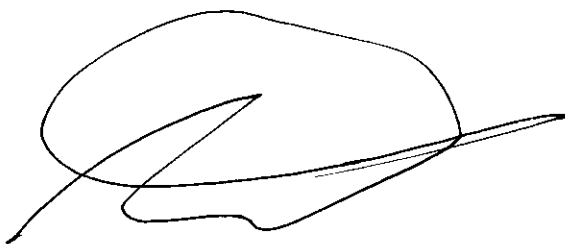
The meeting moved into committee, and pursuant to Section 48 of the Local Government Official Information and Meetings Act 1987, the public is excluded from the remainder of the meeting to give confidentiality to and to protect the privacy of individuals concerned as follows: "that the matters being discussed are of a personal and private nature."

The Board moved out of In-committee.

10] **Closure**

Steve thanked everyone for attending.

6.40 pm

A handwritten signature in black ink, consisting of a large, rounded loop at the top and a long, sweeping horizontal stroke extending to the right.

Signed: Board Chairman
Stephen (Steve) Doran

Date

ACTION POINTS FROM THE MEETING OF
11th of September 2023

No.	ITEM	WHO	WHEN
1.	Ray is awaiting quotes from the Property Advisor and will work on the application.	Ray	
2.	Ray will investigate the additional cost associated with the Healthy School Lunch Programme and check with other schools.	Ray	
3.	Ray to look at the 2024 Budget regarding class furniture for the Rimu Syndicate.	Ray	
4.	Ray will keep the Board informed if the attendance initiatives are working.	Ray	
5.	Ray will look at additional professional development options for staff.	Ray	