

Minutes Te Uru Karaka Newton Central School Board Hui

Tūrei 25 Māehe 2025

Apologies: Jeremy

Attendance: Margs, Moa, Chris, Manu, Fa'amanu, Jeremy, Trudi, Bryan, Elizabeth, Simon

Presenters: Christine

Presiding Member: Elizabeth

Start Time: 6.30pm	Led by:	Discussion:	Action/who:
Karakia:			Motions To be Approved:
1. Administration (20 min) 1.1 <u>Minutes</u> from last meeting are a correct record 1.2 Signing of hardcopy of last minutes 1.3 Matters arising from minutes. 1.4 Declaration of Interests 1.5 Ratification of online resolution since prior hui	Co-Chairs	1.1 Approval of 18 February 2025 minutes 1.2 N/A 1.3 Matters arising from minutes? 1.4 Any declaration of interests? 1.5 The board ratifies the resolutions approved by email since the last board hui. Documented under Motions to be Approved.	IT IS APPROVED: 1.1. The Board approves the minutes of the February 2025 hui 1.2. N/A 1.3. N/A 1.4. N/A 1.5. The Board of Trustees approves reallocating the \$6,000 loss, which resulted from the restart of the toilet block project with Colliers, to the broader project costs and offsetting it from retained earnings.
2. Strategic Discussions (1 hour) 2.1 Board secretary update Tumuaki report 2.2 Health and safety update 2.3 Property – update on toilet block	Principal / Co-Chairs	2.1 Board secretary vacancy update 2.2 Health and safety 2.3 Update	IT IS APPROVED: 2.1 The Tumuaki is going to confirm with NZSTA whether hiring a secretary is operational or governance. If governance the board resolves to delegate authority for the recruitment process to Moa, Elizabeth and Bryan to complete the recruitment process.

<p>refurbishment</p> <p>2.4 Health and safety – report back from Health & safety committee regarding the review of health & safety procedures –</p> <p>Approval of H&S & welfare policy – procedures: safety management system; risk management; healthcare.</p> <p>2.5 Report back from community engagement at disco regarding FY25 strategic plan and plans for next steps.</p> <p>2.6 Standing item - the need / ability to provide additional support to classrooms and students. Feedback from classrooms / staff.</p> <p>2.7 Information sharing – Govt absentee policy and shifting of accountability</p> <p>2.8 Approval of delegations –</p>	<p>Jeremy</p>	<p>2.4 To include as a standing item – key health and safety register checks moving forward.</p> <p>2.5 Report back. Next steps (surveys; community consultations in term 2; staff consultation in term 2; draft strategic plan ready in term 3).</p> <p>To be put into our next hui's agenda.</p> <p>2.6</p> <p>2.7 Overview for Board</p>	<p>The board resolves to establish a health and safety trail committee – Manu (board representative) Bryan, Steve and Manu Taiko. To be recorded in the delegations register.</p> <p>The board approves the school docs health and safety policies for Term 1 – subject to the change of health and safety representative.</p>
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<p>updated register</p> <p>2.9 Sports Coordinator - Function</p> <p>In committee – 7:16 pm Out committee - 8:37 pm</p>		<p>2.8 Delegations register to be included in next hui's agenda.</p> <p>2.9 Investigation of immediate term 2 needs – reconnect next week as needed.</p>	
<p><u>3. Strategic Decisions</u> <u>(20 minutes)</u></p> <p>3.1 Acceptance of Governance policies and approval to add to SchoolDocs</p> <p>3.2 Comms to the community on board reporting (each term etc)</p> <p>3.3 Remedial work for pou</p>	Principal/Co-chairs	<p>3.1 The board approves the updated governance policies in relation to 'Presiding members (co-chairs) role description' and 'Relationship between presiding members (co-chairs) and principle' policies.</p>	<p><i>IT IS APPROVED:</i></p> <p>3.1 The board approves the following policies and the addition of these to our SchoolDocs suite of policies:</p> <ul style="list-style-type: none"> - Presiding members (co-chairs) role description - Relationship between presiding members (co-chairs) and principle
<p><u>4. Financial</u> (20 mins)</p> <p>4.1 February Financial report and finance committee update</p> <p>4.2 FY25 budget</p>		<p>4.1 October Financial report</p> <p>4.2 FY25 budget (further discussion re Manaaki / mitey policy resources required?)</p>	<p><i>IT IS APPROVED:</i></p> <p>4.1 The board receives the February financial report.</p> <p>4.2 The board approves the 2025 operations and discretionary budgets.</p>

5. Other Business			
5.1 Community updates		5.1 The board will start a BOT update to our school community each term. Moa and Simon to begin a draft.	
6. Agenda Items for Next Meeting		ACTION:	
<u>AOB</u>			
Whakamutunga: Time finished: 9.31pm			
Note 1: Correspondence Listed Below			

Inward Correspondence:

- Tumuaki report
- February 2025 financial report
- Presiding member (chair) role description policy
- Relationship between presiding member (chair) and principal policy
- Delegations register

Outward Correspondence:

I certify that these minutes were approved as a true and correct record of the Board of Trustees meeting of Newton Central School, dated 13 May 2025.

Signature / Name

Co-chair


Elizabeth Ely

Co-chair _____

Date: 13/05/25