

## Meeting Agenda 22/10/2024

### 4:00pm Classroom S5

Opened in prayer by Harmony Soatini

#### 1. Administration Matters

- Present: K Paraone, M Norman, H Soatini, R Torr,  
In attendance: Y Vujcich
- Apologies. Mike Shaw
- Welcome to Rob Torr as new Staff Representative.

#### 2. Board Correspondence 5-15 mins

Moved: That inwards is accepted and outwards approved

**D Rogers/K Paroane**

**Carried**

#### 3. Financial Report 5-15 mins

- Presentation and analysis of the financial accounts: Report has not been made available to us. A request to Education Services has been made previously. Principal has discussed that preparation of 2025 budget is being impacted.

Moved: That the Principal ensures reports are available in a timely manner. **D Rogers/R Torr**

**Carried**

#### 4. Other Committee (if appropriate)

#### 5. Policy Review: (see Annual Agenda) 5-15 mins

#### 6. Curriculum Review (see Annual Agenda) 5-15 mins

Science,

Te Reo

Ag/Hort

#### 7. Strategic Focus (see Annual Agenda) 45-60 mins: Annual Budget Plan (in progress)

- **Principal's Report:** Ongoing summary of progress to date.

Moved that the policy be reworded to “Not make any purchases or financial commitment of over \$5,000 without obtaining competitive process and quality information:

“Not make any purchases or financial commitment of over \$5,000 without an adequate review of ongoing cost, value and reliability” **D Rogers/R Torr**

**Carried**

- **Staff Report** (if any)  
**Nothing to report for this meeting.**
- **Student Report** (if any)  
Feedback about the Brickhouse accessways to the toilets has been blocked off to enable a space to meet with students needing support.

**8. Special Topic:** (see Annual Agenda) 45-60 mins: [NCEA Progress report, Y Vujcich](#)

Report presented by Yvonne Vujcich. Discussion invited regarding trends and patterns.

Discussed barriers, identifying attendance and literacy standards as being significant.

Recommend that the Board continues to keep attendance and literacy rates in the strategic areas of focus.

The board expressed thanks to Yvonne for her comprehensive and informative report.

**9. [Previous Meeting Minutes](#) - Confirmation and Matters arising**

Moved that the previous meeting minutes be accepted.

**M Norman/H Soatini**

Carried

**10. Meeting Closure** 5-15 mins

Closing prayer: Mike Norman

- Comments on meeting procedures and outcomes
- Preparation for next meeting

2024	13 Feb	18 Mar	07 May	18 Jun	30 Jul	10 Sep	22 Oct	03 Dec
Policy Review (5-15 Mins)	Disciplinary Process Principal's Professional Expenses Reporting to the Board	Updating Board policies and Management policies and procedures.	Curriculum Delivery Policy		Personnel Policy		Financial Planning, Financial Condition, Asset Management Policies Fraud and Theft Prevention	Pandemic, Health and Safety Policy Legal Responsibilities Policy
Curriculum Review (5-15 Mins)		Te Reo		Gateway		Science		Social Sciences
Strategic Focus (45-60 Mins)	Annual Targets, plan and variance report		NCEA Progress		Numeracy and Literacy Targets		Budget, Annual Plan	Numeracy and Literacy Targets
Special Topic		Special Character		Property Report			NCEA Progress	
<b>Note: Special Topic can be set by board as the need determines and reviewing the implementation of policy begins at Board Governance Policy page 3.</b>								