

Birkdale North School
Board Meeting Minutes
Wednesday 22 November, 2023, 6:00 pm
Birkdale North School Staff Room

Topic and Background	Discussion	Action / Decision At the Meeting
Administration		
Welcome, Karakia Introductions/whakawhanaungatanga - Chair	Meeting Opened: 6:02 pm Karakia Tīmatanga Tuia ki runga Tuia ki raro Tuia ki waho Tuia ki roto Tuia te here tāngata Ka rongo te pō Ka rongo te ao Haumi e, hui e, tāiki e	
Attendees	Present: Jan, Greg, Matt, Tania, Liz, Rob, Anne-Marie (acting Secretary) In attendance: (Secretary) Apologies: Guests:	
Declaration of Conflict of Interest	None	

<p>Approval of Previous Minutes</p>	<p>Minutes to be approved:</p>	<p>Motion: That the minutes from the meeting held on 30 August 2023 be passed as true and correct.</p> <p>Moved: Jan Second: Matt Carried</p>
<p>Principal</p>		
<p>Principal's Report - 10 minutes</p> <p>Monthly Principal's Report</p> <p>Provisional staffing</p> <p>Finance committee</p> <p>Property Committee</p> <p>Health and Safety Committee</p>	<p>Jan spoke to her Report, including highlights from the school camp, the plans for our Teacher Only Day on 24th November, the report from our recent Health community consultation, and the provisional staffing for next year.</p> <p>Discussion of managing the weeds in the school grounds. Possibility of having a working bee or asking for volunteers to help. This can be a great community building opportunity.</p>	<p>Motion: That the board adopts the principal's report and the tabled meeting minutes of the Health, Safety and Wellbeing Committee, the Finance Committee, and the Property Committee; and approves all the recommendations contained therein.</p> <p>Moved: Liz Second: Rob Carried</p> <p>Action: - Set a date for the next Sun Protection Committee meeting with the principal.</p> <p>Action: - SLT to provide a draft strategic plan with variance report for the board to consider, before the first meeting of 2024</p>
<p>Strategic Decisions/Policy/Discussion</p>		
<p>Item</p> <p>Draft budget</p>	<p>2024 Draft Budget has been prepared and shared with the Board.</p> <p>Greg acknowledged Jan and Anne-Marie their work for the budget draft this year with a balanced budget.</p>	<p>Motion: That the Board approves the draft budget for 2024</p> <p>Moved: Matt Second:Tania Carried</p>

	There were no questions for the draft budget. Our Accountant, Mary Shelly has given her approval of the draft budget.	
General		
Item Board 3-year work plan		Motion: That the Board approves the Board's 3-year work plan Moved: Rob Second: Liz Carried
Item Feb meeting date		Motion: That the Board approves the date of Wednesday 14th February for the first meeting in 2024. Moved: Tania Second: Jan Carried
Item Finance assurances	Tania provided assurances to the board that there were no issues to be concerned about with the school's accounting records.	
Item Staff end of year koha	The board acknowledges the hard work of our school staff.	Motion: That the Board approves a \$50 koha for each staff member. Moved: Liz Second: Tania Carried
Correspondence In/Out	E-resolution	Motion: That the board approves the orienteering activity to be added to the school camp activity schedule at Kokako Lodge. Moved: Greg Carried: Unanimously, 12 Oct

	E-resolution	<p>Motion: That the board approves spending of up to \$30,000 (including the 2023 budgeted \$10,000) on new classroom furniture.</p> <p>Moved: Jan Second: Liz Carried: Unanimously, 25 Oct</p>
In-committee (When required)		
	Moved In Committee at 7:20 pm Moved out of In Committee at 7:28 pm	<p>Motion: That the Board resolves to move “In Committee” under Section 48 of the Local Government Official Information and Meetings Act 1987 to discuss items that may have a privacy issue.</p> <p>Moved: Greg Carried</p>
Item Title	Reason for Public Exclusion	Grounds Under LGOIMA for Public Exclusion
Personnel matter	OIA 9(2)(a) - protect the privacy of natural persons	LGOIMA 48(1)(a)(ii) – a good reason for withholding information – OIA section 9
Approval of previous in-committee minutes	Minutes to be approved:	<p>Motion: That the minutes from the in-committee meeting held on 22 November 2023 be passed as true and correct.</p> <p>Moved: Jan Second: Rob Carried</p>
Agenda Items For Next Meeting		

Confirmation of next meeting	Wednesday 14th February 2024	
Meeting Closure Karakia Whakamutunga	<p>Karakia Whakamutunga</p> <p>Kia tau iho ki a tātou katoa te rangimārie, te manaakitanga me te aroha, Tuturu whakamaua kia tīna, TĪNA! Haumi e, hui e, tāiki e.</p>	<p>Closing Prayer</p> <p>May peace, kindness and love settle upon us all. We affirm our intentions! We gather together in agreement.</p>
Meeting Closure	Meeting closed: 7:34 pm	

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