

Birkdale North School
Board Meeting Minutes
Thursday 8 December, 2022, 6:00 pm
held via Zoom

Join from PC, Mac, iOS or Android: <https://massey.zoom.us/j/82616617015>

Topic and Background	Discussion	Action / Decision At the Meeting
Administration		
Welcome, Karakia Introductions/whakawhanaungatanga - Chair	Meeting Opened: 6:05 pm Karakia Tīmatanga Tuia ki runga Tuia ki raro Tuia ki waho Tuia ki roto Tuia te here tāngata Ka rongō te pō Ka rongō te ao Haumi e, hui e, tāiki e	
Attendees	Present: Greg Ratcliffe, Jan McDonald, Matt Elliott, Robin Sharrock, Liz Tay, Anne-Marie Wrightson (acting secretary) In attendance: (Secretary) Apologies: Tania McBeth Guests: one member of the public was present.	

Declaration of Conflict of Interest	None	
Approval of Previous Minutes	Minutes to be approved:	Motion: That the minutes from the meeting held on 20 October 2022 be passed as true and correct. Moved: Greg Carried
Principal		
Principal's Report - 10 minutes Monthly Principal's Report Finance committee Property Committee Health and Safety Committee	<p>Jan spoke to some of the details in her principal's report. Jan has noticed the school vision is starting to come through in the language the students are using. Professional development in Te Reo is going well. We have signed up for 2023 for Te Reo PD.</p> <p>In 2023 the Curriculum refresh continues. NZ Histories is a focus.</p> <p>There has been a lot available for our students in Term 4. Our staff have done an amazing job.</p> <p>Review of our emergency procedures due to a recent lockdown. Discussion of the lockdown situation.</p> <p>The Board would like to acknowledge the work the school staff have done and thank them for the support they have had for each other during these difficult times with illness and Covid impacting our staff and students.</p> <p>Finance Committee Report minutes were shared and discussed.</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 the board approves all the recommendations contained therein. Moved: Greg Carried

Strategic Decisions/Policy/Discussion		
Item Draft budget	The Draft Budget for 2023 has been prepared and is available in the supporting docs for Board members to look at before our next meeting.	
General		
Item Principal appraisal	The Board members will have the opportunity to read a copy of the appraisal onsite, at school, before the next Board meeting. Through the appraisal process principal's gain ideas for their professional growth as leaders.	
Item Staff morning tea	Discussion of ways to acknowledge staff. It has been a really extraordinary year this year.	Motion: That the Board approves that every staff member gets a gift card of \$50 in thanks from the Board for their efforts for the year, excluding the principal. Moved: Greg Carried
Item Correspondence	Correspondence in: E-resolutions	Due to illness with some board members and the recent workload for our SLT, I propose the following motion: Motion: The board agrees to postpone the Dec 2022 board meeting until the 8th of Dec - to be held online via Zoom at 6pm. Moved: Greg Ratcliffe Carried: Unanimous

		<p>To secure calendar dates for the earlier board meetings in 2023, I propose a motion for the following dates.</p> <p>Motion: The board agrees on the following dates for the first two meetings of 2023; First meeting - Wednesday 15th February, 2023 Second meeting - Wednesday 5th April, 2023</p> <p>Moved: Greg Ratcliffe Carried: Unanimous</p>
In-committee (When required)		
	<p>Moved In Committee at 6:56 pm Moved out of In Committee at 8:11 pm</p>	<p>The Board resolved 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>
Item Parent behaviour		
Item Complaint		
Agenda Items For Next Meeting		
Confirmation of next meeting	15 February 2023	
Meeting Closure	<p>Karakia Whakamutunga Kia tau iho ki a tātou katoa te rangimārie,</p>	<p>Closing Prayer May peace, kindness and love</p>

Karakia Whakamutunga	te manaakitanga me te aroha, Tuturu whakamaua kia tīna, TĪNA! Haumi e, hui e, tāiki e.	settle upon us all. We affirm our intentions! We gather together in agreement.
Meeting Closure	Meeting closed: 8:12 pm	