

Birkdale North School
Board Meeting Minutes
Wednesday 15th February, 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 rongō te pō Ka rongō te ao Haumi e, hui e, tāiki e	
Attendees	Present: Tania, Matt, Liz, Robin, Jan, Greg, Anne-Marie (Acting secretary) In attendance: (Secretary) Taryn Apologies: Guests: 2 members of the public	
Declaration of Conflict of Interest	None	

Appointment of board chairperson	Jan called for nominations Greg was nominated and had the support of the board.	Greg was appointed board chairperson.
Approval of Previous Minutes	Minutes to be approved:	Motion: That the minutes from the meeting held on 8 December 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		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. Moved: Greg Carried Action: Jan to invite Debbie Lomax to speak to the board about Te Mātaiaho on April 5th Motion: The board approves the 1st of May, 2023 to be a teacher only day. Moved: Greg Carried <i>Finance committee</i>

		<p>Motion: The Board approves Tania, Greg and Jan to be the Finance committee members.</p> <p>Moved: Greg Carried</p> <p>Motion: That Tania be delegated signing authority over the school accounts as part of our 3 tier anti-fraud system.</p> <p>Moved: Greg Carried</p> <p><i>Communications Committee</i></p> <p>Motion: The Board approves Gregg and Liz as members of the Communications Committee.</p> <p>Moved: Greg Carried</p> <p><i>Property Committee</i></p> <p>Unchanged</p>
Annual plan approval	This plan will be presented at the next meeting.	
Strategic Decisions/Policy/Discussion		
Approval of updated the board’s 3-year work plan	Next meeting	
Budget 2023 approval		<p>Motion: That the Board approves the Draft Budget for 2023.</p> <p>Moved: Greg Carried</p>

Analysis of Variance	Jan thanks Anne-Marie for the extensive work she has done to complete the Analysis of Variance for the board and the MoE Goes to MoE by 1st March	
Principal performance	Jan discussed using the same appraiser for 2023 as for 2022.	<u>Motion:</u> That the Board approves Linley Myers to be the appraiser for Jan and Anne-Marie for 2023. Moved: Greg Carried
General		
Meeting dates for the year	Next Meeting April 5th	<u>Action:</u> Greg to prepare potential dates for the next meeting
EDN memorandum of understanding	The board sincerely thanks Estelle and the FRENZ team for their support and work in completing this Memorandum of Understanding which now aligns us with the other French Speaking programmes around the country.	<u>Motion:</u> That the Board approves the Memorandum of Understanding presented by FRENZ Moved: Greg Carried
Sun protection / property plan committee	Discussed creating a Sun Protection Committee with terms of reference (read to the board) Call for volunteers.	<u>Motion:</u> The Board approves Matt and Tania as members of the Sun Protection Committee. Moved: Greg Carried <u>Motion :</u> The Board approves the terms of Reference for the Sun Protection Committee. Moved: Greg Carried

In-committee (When required)		
	Moved In Committee at 6:46 pm Moved out of In Committee at 7:46 pm	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.
Item:1 A matter the contents of which may be prejudice to individuals		
Approval of in-committee minutes	Minutes to be approved:	Motion: That the minutes from the in-committee meeting held on 15th Feb 2022 be passed as true and correct, and adopts the motions contained within. Moved: Liz Second: Jan Carried
Agenda Items For Next Meeting		
Confirmation of next meeting	Wednesday 5th April 2023.	
Meeting Closure Karakia Whakamutunga	Karakia Whakamutunga 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.	Closing Prayer May peace, kindness and love settle upon us all. We affirm our intentions! We gather together in agreement.
Meeting Closure	Meeting closed: 7:54 pm	