



Mount Eden Normal

PRIMARY SCHOOL

Te Whare Akoranga o Maungawhau

GENERAL MEETING OF MOUNT EDEN NORMAL PRIMARY SCHOOL BOARD

Wednesday 14 February 2024

Held in the staffroom commencing at 6.00 pm.

PRESENT: Alan Jackson, Annette Quesado (Chair), Nigel Sinclair, Virginia Brown, Anna Thomas, Fleur de Vries-Oskamp, Sean McKenzie, Xuemei Tang, Mike Nooney and Sandra Jelichich, Minute Taker.

1 Opening Karakia

2 Election of Presiding Member and Deputy

- Nominations for Presiding Member received:
 - Virginia Brown
 - Fleur de Vries-Oskamp
 - Nigel Sinclair
- Majority vote for Virginia Brown

- Nominations for Deputy member received:
 - Nigel Sinclair
 - Fleur de Vries-Oskamp
- Majority vote for Nigel Sinclair
- Annette Quesado stepped down as Presiding Member, and continues on the Board.
- Richard Pook resigned from his position on the Board.
- Discussion on Board selection versus by-election. All in favour of selection.
- Alan and Virginia to summarise Board requirements and report back. **[Action]**

3 Administration Matters

Apologies: Richard Pook

3.1 Adoption of agenda:

Alan moved the adoption of the agenda, Mike seconded. Agreed.

3.2 Confirmation of Minutes 06 December 2023.

Alan moved the December Minutes be accepted. Annette seconded. Agreed.

3.3 Correspondence:

- NZSTA

3.4 Declaration of interests: Nil

4 Matters Arising from Minutes:

4.1 Actions from last meeting reviewed. All attended to or underway.

No.	Action	Resp.
1	Circulate options for 2024 meeting dates	WhatsApp Group, Ref 5.1

2	Narrative finance report, consistency of scale.	CES meeting with Lynley for 28th Feb.
3	Kahui Ako, endorsement document.	Tabled

Alan called for questions/comments on the Kahui Ako document, all in agreement.

5 General Business

5.1 Principal's Report - As read

Alan invited questions and comments.

- All teams worked hard to ensure a successful start to the year.
- CASS staff settled in really well, positive feedback received.
- Strategic Plan 2023-25 needs to be submitted by March 1st. Our place our people will get a more detailed action plan, currently in progress.
- Waiting on information from the government on any updates to the curriculum refresh.
- Better Start structured literacy training has now begun.
- Indications are that national testing may be re-introduced. Discussion on the difficulties of being too focused on testing at the expense of a more holistic approach.
- The health community consultation is a MOE requirement, survey results are reported back to the Board.
- MENPS is an enviro school, Mei spoke about her experience and how we can get involved.
- Whole school roll trends, all central schools are experiencing a slight dip, we compare well with this time last year.
- Increase in ESOL students, we may reach a tipping point where we need to look at resources. We currently have 1 Teacher and 1 Teacher Aide.
- Staffing will be very tight this year, currently have very manageable class sizes, BOT will need to fund some staffing in 2024.
- Attendance continues to be a priority.

5.1 2024 BOT meeting dates. **[Action]**

- 13 March
- 15 May
- 12 June
- 14 August
- 18 September
- 23 October
- 13 November
- 11 December

6 Subcommittee Reports

6.1 CASS Specialist Unit.

Alan invited questions and comments.

- No updates at this stage.

6.2 Property - As read

Alan invited questions and comments.

- School Hall Insurance Claim, TBC.

6.3 Finance - As read

Alan invited questions and comments.

- Interim report received last night, we need to do some unpacking before tabling.
- Indications are that we may need to look at revenue.

6.4 Communications

- Welcome back newsletter to include a welcome to CASS, Board succession planning, thank you to Richard Pook, invitation for all to attend BOT meetings and encourage the continued uptake of the HERO App.

- Nigel will take on proofreading, MENPS Matters drafts (with Alan).

6 Closing Karakia

7 In Committee 7.35 pm

Date of next meeting: 13 March 2024

Signed.....

Date.....