

**Hauraki School  
BOARD MEETING MINUTES**

**Monday 31<sup>st</sup> July 2017  
7.30pm**

**Present:** Brendon Clark (Chair), Grant Signal (Treasurer), Jennine Cassidy (Secretary), Lucy Moffitt, Melanie Toft, Logan Burson, & Clarinda Franklin (Principal)

**Also Present:** Grant Thomlinson & Meena Dermott

**Apologies:** None

**Previous Minutes:** Read and Accepted by Lucy Moffitt & Clarinda Franklin.

**Matters Arising:**

- Lucy and Clarinda still to review the enrolment form to encourage parent participation. **ACTION: Lucy Moffitt and Clarinda Franklin.**

**Treasurers Report:** Read and Accepted by Lucy Moffitt & Brendon Clark

- Grant Signal reported on the May 2017 financial report.
- 22k of fixed assets have been purchased from an annual budget of 30k. However this doesn't include PTA funded purchases.

**Principal Report:** Read and Accepted by Grant Signal & Jennine Cassidy

- The school roll continues to grow at a rapid pace, which raises concern with regards to space, classroom sizes and teacher aid budgets. Already we have room 0 starting much earlier than previous years stretching school resources. Clarinda and Logan will put together a brief for the Board to review in relation to how to manage this continued growth. **ACTION: Clarinda Franklin & Logan Burson.**

**Policies:**

The following policies were reviewed in accordance with our strategic Aim 2.10, which complies with all MOE requirements: *Ex Reading recovery students; Discretionary Leave and Holidays; Reporting*. The Board is satisfied that with some minor wording changes, these policies are ready to be signed off and updated on the school website. **ACTION: Brendon Clark to sign off.**

**Annual Plan/Strategic Aim Review:** *In accordance with our Annual Plan the Board has undertaken to review a strategic aim (or part thereof) each Board meeting:*

**Strategic Aim 2 – Documentation and national Standards.**

Mid-year student achievement data has been collated and analysed in accordance with National Standards. As a Board we believe we are on-track for achieving all goals in relation to this strategic Aim.

Taking a closer review of Strategic Goal 2.2 – *Maori students are engaged in their learning and achieving educational success as Maori.* Logan Burson reflected on the way we are teaching students to better explore different ways to learn for example separating boys and girls for writing as this has shown a high level of student engagement.

**General Business:**

- Grant Signal presented the Boards Risk Register plan. Currently we have 5 identified risks around staffing, infrastructure and budget that we need to be closely monitored.
- Clarinda Franklin suggested we might like to think about whether we look to become a 'water only' school. While the Board is not opposed to this, more consultation is needed from the wider community prior to reviewing the current policy. This will occur as part of the community survey towards year end. **ACTION: Clarinda Franklin.**
- Clarinda Franklin will ask PTA to fund the new interactive whiteboard which is required for room 0. She will also ask if it is possible for funding for the 10 new Cromebooks required for Kerry Clark, Christine Dean and Sandy Coutts (extension classes).
- Ngāti Whātua has requested assistance with Community Research in relation to the development of landholdings in the Hauraki/Belmont area. Brendon Clark and Clarinda Franklin will attend a meeting on behalf of the School. To compensate the schools time they have kindly offered a \$1000 donation to the school.
- The new 10-year property plan is now complete and funds are available for various projects. Clarinda Franklin will meet with Project Manager – Robert Gunter with a view to start work on updating the older classroom blocks over the Christmas Break.
- An action item from the 19 Jun BoT meeting: In response to a question regarding whether the School's Annual audited accounts are available to the general public, Clarinda has confirmed with the Ministry of Education

that the School's annual financial accounts are available for public viewing as requested.

**Meeting Closed at 8.55pm**  
**Next Meeting: Monday 11<sup>th</sup> September, 7.30pm**

Signed   
Chairperson, Board of Trustees

Date: 12 Sep 2017