

Hauraki School Board Meeting Minutes
6:00pm, Monday 26 June 2023

Present: Paul Barber, Logan Burson (Staff Rep), Clarinda Franklin (Principal), Sarah Gold, Sarah Keber, Queenie Lai, Emily McRae

Apologies: Christopher Pipes (Alt. Staff Rep)

Conflicts of Interest:
None noted.

Minutes of Previous Meetings:

Resolved that the minutes of the meeting held 22 May 2023 are approved and action regarding letter thanking Takapuna athletics be closed. The Chair reminded the Board of its privacy obligations, particularly in relation to mid-year assessment reports (were these to include individually identifiable information).

Risk Register Review:

The Board noted the register will be updated to reflect ongoing property maintenance as a control for response to serious weather events, including flood gate (now installed) and drain clearing, noting the hall building will require Board funding to maintain.

Financial Report (including Property):

The Board noted the May 2023 financial report, including Ministry operating grant timing, donations and international students exceeding budget, and working capital remaining healthy.

Principal's Report (including Annual Plan):

The Principal spoke to the report, noting:

- 'Ferocious warmth' is a leadership style which straddles warmth (relationships) and strategy and other strong leadership traits. The day where this was presented was particularly valuable for connecting with peers at other schools.
- PTA fundraising has been very successful so far this year. The Board noted some schools use a direct link to enable funds to be collected by credit card, which could be investigated.
- Mid-year assessment is only a snapshot but essentially results are tracking well. Year 5 writing shows a dip (but improvement since term one), likely hampered by punctuation and spelling. Moderation across years and within year groups continues. Consideration is given to typing and handwritten options. Year 2 has a very high % having already met their year-end reading expectations – these students will continue to progress. Model lessons and expectations for teaching reading and writing have been provided to staff. Unusual for results to be impacted by absenteeism, as seen in a couple of instances. In general, Hauraki results exceed national norms.

Board Code of Conduct:

The Board discussed the Code, particularly as it relates to giving effect to Te Tiriti, and noted these requirements are reflected in the Annual Plan, the Board currently has two Māori members, Clarinda is in the process of organising a hui for Māori families, and the possibility of introducing meetings using whakataukī. The Board resolved to approve the Code.

Classroom Release Time Policy:

The Board discussed the collective bargaining agreements and how the Policy will be impacted by newly negotiated arrangements. Policy revisions were deferred until 2024.

Teachers' Laptops Policy:

The Board resolved to approve the Policy (including clarifying language regarding the extent laptops can be accessed).

ESOL Policy:

The Board resolved to approve the Policy (procedures suggested as a result of a verifier's visit).

Health and Safety:

The Board discussed the recent fire alarms triggering evacuation of the school, which worked as expected. The faulty wiring has been isolated and will be remedied by building works in July 2023. No other serious incidents to report.

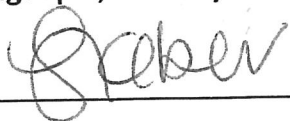
General Business:

- **Pool Update:** the building consent application was submitted to Auckland Council on Thursday 22 June 2023. Once approved, this would enable applications to charitable trusts etc to be made. The Board resolved to allocate an amount equivalent to interest earned on its pool donation in next year's budget.
- **Generative AI/Chat GPT:** illegal for children under 13 to use. Teachers are able to use, and aware of, potential use, eg. in speech writing. Consideration will be given to potential risks (eg. disclosing personal information/privacy, confidentiality/risk of information becoming publicly available, security, ethics, reliability/managing misinformation, breach of copywrite/intellectual property, bias and discrimination) as well as the potential resource and capability for lesson preparation and other legitimate uses. The Board considered the risks associated with AI are covered in the risk register.

The meeting closed at 8pm.

Next meeting: 6pm, Monday 14 August 2023

Signed: _____



Dated: _____

14/8/23

Presiding Member, Board of Trustees