

MINUTES
ALBANY PRIMARY SCHOOL
BOARD MEETING
Thursday 23rd February 2023
@ 6.00PM

Present: Rick Pierce, Maree Bathurst, Alison Chambers, Brad Harpur, Lisa Battersby, Sarah Fish
Attending: Lisa Elder (Minutes), Simon Shore
 The Facilitator opened the meeting at 6.15pm with a blessing

	ITEM	RESPONSIBILITY	TIMEFRAME
	<p>Blessing to start</p> <p style="text-align: center;"><i>Huihui mai tātou I tenei wā</i> <i>Kia ako tahi</i> <i>Kia tipu tahi</i> <i>Tātoa tātoa katoa</i></p> <p><i>We come together at this time to share, learn and grow together</i></p>		
1.	Housekeeping		
	<p>Facilitator: Rick Governator: Alison Apologies: Wei Lu Alterations to the agenda: Declarations of interest:</p>		
	<p>Election of Presiding Member (Chairperson) The Chairperson suspended normal meeting procedures and asked Lisa Elder (minute secretary) to conduct the election of Chairperson for 2023.</p> <p>Lisa asked for nominations for the position of Presiding Member for 2023.</p> <p>Rick was nominated by Maree and seconded by Brad. Elected unanimously. Lisa handed back facilitation of the meeting and Presiding Member role to Rick. The BOT congratulate Rick on his continued leadership for this governance role.</p>		
2.	Consent Agenda		
	<p>Resolution / Decision No. 2023/02/01 MOTION: There being no objections, the consent agenda was moved, seconded, and unanimously approved. The consent agenda included the following items: confirmation of minutes from last board meeting.</p> <p style="text-align: right;">Alison / Lisa – Carried</p>		

3.	Focus		
	<p>Charter 2023 – Target Simon explained to the board about the Better Start Literacy Approach (BSLA) which the school has started this year in our junior school classes. This programme has been created by Canterbury University and is currently MOE funded.</p> <p>Simon then explained our Target this year including the different measures for this target which not only includes children’s learning but also the teacher’s development (this is recorded by Canterbury University however Albany Primary School will also be doing our own tracking).</p> <p>As the school signed up for the programme last year our teachers were able to be enrolled in the programme early and met with the facilitator at the end of last year, rather than just starting in 2023.</p> <p>The school is holding a parent information evening in regards to the BSA programme in the next few weeks.</p> <p>The board thanked Simon for his work on investigating and setting up this programme and to the teachers for their involvement.</p> <p>Also thanks to the SLT for all of their input in writing this target</p>		
4.	Focus		
	<p>Resolution / Decision No 2023 2023 Charter MOTION: That the Board approves the 2023 Charter Brad / Sarah - Carried</p> <p>Delegation Authority 2023 Lisa to amend Delegated Authority to request the surrender or items and / or conduct searches to now read Delegated Authority to request the surrender of items and / or conduct searches MOTION: That the board approve the Delegation Authority 2023 Alison / Brad – Carried</p>		
5.	Strategic Discussions		
6.	Monitoring		
	PCBU liability regarding decision / process for school closure		

	<p>Discussion was held around the two school closures this year, including response from MOE and factors that the SLT and board considered when making their decision to close. Rick asked how the information around decision making is recorded and documented. SLT will look at this for any future events.</p>		
8.	Administration		
	<p>Follow up of action list from last meeting</p> <ul style="list-style-type: none"> • Completed. • Signing of code of conduct forms • Signing of pecuniary interest form <p>Confirmation of Board meeting dates for 2023 – start time of 6.00pm (meet informally in staffroom 5.30pm):</p> <ul style="list-style-type: none"> • Thursday 30th March • Thursday 11th May Thursday 8th June • Friday 21st – Sunday 23rd July – NZSTA Conference in Rotorua • Thursday 3rd August • Thursday 7th September • Thursday 9th November • Thursday 7th December 		

Te Korero Whakamutunga – A blessing to finish

***Kua matu a tātoa mahi mo tēnei wā
Kia tau te Rangimārie
Kia tatou katoa***

Our work has finished for this time, let us go in peace

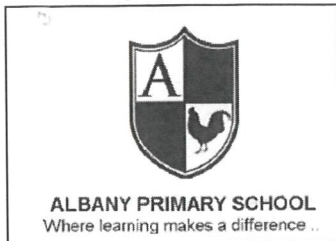
Meeting closed at 8.22pm

Chairperson: 

Date: 30/3/2023

Board Meeting Dates for Term 1:

Thursday 30th March



**MINUTES
ALBANY PRIMARY SCHOOL
BOARD MEETING
Thursday 30th March 2023
@ 6.00PM**

Present: Rick Pierce, Maree Bathurst, Alison Chambers, Brad Harpur, Lisa Battersby, Sarah Fish

Attending: Lisa Elder (Minutes), Faron Turner

The Facilitator opened the meeting at 6.19pm with a blessing

	ITEM	RESPONSIBILITY	TIMEFRAME
	<p>Blessing to start</p> <p style="text-align: center;"><i>Huihui mai tātou I tenei wā Kia ako tahi Kia tipu tahi Tātoa tātoa katoa</i></p> <p><i>We come together at this time to share, learn and grow together</i></p>		
1.	Housekeeping		
	<p>Facilitator: Alison Governator: Brad Apologies: Wei Lu Alterations to the agenda:</p> <ul style="list-style-type: none"> • Governor will be Brad • There is no in-committee items tonight • Under strategic decisions add 10YPP draft plan <p>Declarations of interest:</p>		
2.	Consent Agenda		
	<p>Resolution / Decision No. 2023/03/01 MOTION: There being no objections, the consent agenda was moved, seconded, and unanimously approved. The consent agenda included the following items: confirmation of minutes from last board meeting</p> <p style="text-align: right;">Brad / Rick – Carried</p>		
3.	Focus		
	<p>PAT Report Faron spoke to the 2023 PAT Report He noted:</p> <ul style="list-style-type: none"> • Overall, SLT are very pleased with the results given COVID disruptions • Mathematics assessment is a new assessment • It is the first time that our listening comprehension results have been low however there are already support programmes in place to help this • that has been relaunched just this year 		

	<ul style="list-style-type: none"> • The Y6 girls result is because of the targeted effort put in over the last 18 months after this group were shown to be lower than the national norm • The success of A4L and our Maths PD over the last 18 months show in all our results. 		
4. Strategic Decisions			
	<p>Resolution / Decision No 2023/03/02 School closure - Electronic vote – passed 15th March MOTION: That the board approve that Albany Primary School will be closed for instruction on Thursday 16th March due to NZEI Teacher Strike action.</p> <p>Maree Bathurst and Sarah Fish did not take part in the vote as it was a conflict of interest</p> <p>Resolution / Decision No 2023/03/03 Year 5/6 Camp EOTC Event Proposal, Approval and Intentions forms MOTION: That the Year 5/6 Camp EOTC Event Proposal, Approval and Intentions forms be approved Brad / Sarah - Carried</p> <p>Resolution / Decision No 2023/03/04 10YPP Maree tabled the draft 10YPP and a summary of the planning meeting held on 29th March 2023. Maree explained the process for 10YPP. Watershed have completed a full audit on all of our school buildings etc. They have then drafted the 10YPP, from which MOE will approve funding. Property Manager Yasmin Briden will apply to MOE for potential supplementary funding.</p> <p>MOTION: That the Board approve the draft 10YPP Brad / Maree - Carried</p> <p>Faron Turner left the meeting at 7.35pm</p>		
5. Strategic Discussions			
	<p>School Planning and Reporting Maree spoke briefly about the new Te Whakaangarahū which include the revised guidelines for community consultation on school planning and reporting</p>		
6. Monitoring			
	<p>Please amend principals report to read: Staffing We have appointed four new staff to fixed term positions since our last meeting:</p>		


	<ul style="list-style-type: none"> • Kerry Glaum (new entrant teacher) • Kelly Napper (Y5/6 teacher) for Desirae Lagerwall's parental leave. • Julie Kim (Y5/6 teacher starting 28/03) replacing Trudi Williams (Liz McLellans extended parental leave) • Mikayla Lawson (Y2 teacher starting 22/05) for Erin Koning's parental leave <p>CoL Memorandum of Understanding Maree tabled the updated Memorandum of Understanding from Whānau ki te Ako Rick and Maree attended the CoL Stewardship Group meeting on Monday night. Rick gave a brief background to the Stewardship Group.</p>		
7.	Administration		
	Follow up of action list from last meeting		

Te Korero Whakamutunga – A blessing to finish

*Kua matu a tātoa mahi mo tēnei wā
Kia tau te Rangimārie
Kia tatou katoa*

Our work has finished for this time, let us go in peace

Meeting closed at 7.58pm

Chairperson: 

Date: 11/5/2023

Board Meeting Dates for 2023:

- Thursday 11th May
- Thursday 8th June
- Friday 21st – Sunday 23rd July – NZSTA Conference in Rotorua
- Thursday 3rd August
- Thursday 7th September
- Thursday 9th November
- Thursday 7th December

