



30/7/2024

**MINUTES OF THE KAURILANDS SCHOOL BOARD MEETING
HELD TUESDAY 28 MAY 2024 AT 7:00 P.M.**

1. Administration:

PRESENT: Jaimee Kirby-Brown, Jo Augustine, Trinette Giborees-Smith, Anne Boniface, Hayley Jespersen, Megan Hawkins, Shane Mareroa and Trudi Biggs (Minutes Secretary).

Karakia

Apologies: None

Declaration of Interest: None

Confirmation of minutes - as read

Confirmation of actions - as read

2. Decisions: None

3. Monitoring:

3.1 Principal's Report - as read. Request for future student achievement data to include analysis of students that have enrolled at KS from other schools at year levels other than new entrant / Year 1.

3.2 Health & Safety Report - as read. Accident and Incident Register to be specific on time and exact location of recorded accidents.

3.3 Business Manager's Report - as read.

3.4 Financial Report - as read. Next finance meeting will take place with Michael Zimer, our accountant, at 1.30pm Wednesday 19th June in the boardroom. All board members are welcome to attend.

3.5 Policies - SchoolDocs policies being reviewed this term are Employer Responsibility Policy, Appointment Procedure and Safety Checking. Feedback to be brought to the next meeting.

4. Discussions:

In Committee – The Board went into committee at 8.45pm.

4.1 Personnel Report

4.2 Correspondence

The Board came out of committee at 8.52pm.

5. Identify Agenda items for the next meeting. (Review ongoing actions).

6. Outstanding Actions: None.

7. New Actions: None.

8. Meeting Closure.

8.1 Evaluation of meeting - Summary.

8.2 Preparation for the next meeting – Agenda items from Board Work Plan

Karakia

Meeting closed at 8.54pm.

Signed as a true and correct record:

Presiding Member _____ **Date** _____

NEW ACTIONS MAY MEETING

1.	Contact Kelly Club to finalise plans for handover and confirm their police vetting and risk assessment procedures.	Jo A	Completed
2.	Follow up with TWA re: auditing of New World New Lynn fundraising payments	Jo A	Completed
3.	Mid term assembly - remind all students which school playgrounds they are / are not allowed to play on during the school day.	Jo A	Completed
4.	Remind our school community that children are unsupervised from 3pm onwards.	Jo A / Trudi	Completed
5.	2022 Financial Statement on website cannot be accessed.	Trudi	Completed