



MINUTES

BOARD OF TRUSTEES HUI

Name: Maangere Bridge School Board Hui

Date: Thursday 20 June 2024

Time: 7pm to 9pm (NZDT)

Location: Māngere Bridge School

Board Members: Nicola Owen (NO) (presiding member attended on Zoom), Simon Hughes (SH), Piki Diamond (PD) Maxine Inu (MI), Konrad Kurta (KK), Bernice Mata'utia (BM) (principal).

Apologies: Susana Guttenbeil (SG)

Attendees: Amanda Peart (secretary)

1. Meeting opening

1.1 Opening karakia

1.2 Interests register 7pm

None to update.

1.4 Minutes 7.10pm

General minutes:

Action: Spelling of new member Susana Guttenbeil's name to be checked and corrected if needed.

Resolution:

May Board minutes confirmed as presented.

MOVED: NO

SECONDED: PD

Carried.

Board moved into committee at 7.14pm

Board moved out of committee at 7.23pm

2. Management Reports

2.1 Finance report and budget update 7.25pm

Items of significance with commentary provided over email and hard copy and Board noted its appreciation for the commentary of the additional context and commentary.

Items of significance noted included:

- Writer's Toolbox being extended to year 4, and budget implications of this.
- Camp deposit paid - the cost per child has also reduced due to fundraising
- Relievers over budget due to being paid from operational grant in past, and not all of this being able to be refunded. They are now paid from teacher's salary.
- Board expressed frustration that not all was able to be refunded, and importance of paying relievers from teacher's salary
- Professional membership
- Staff PD

Other notes:

- School has received a grant for 50 hours of technology, and continue to fundraise and apply for relevant grants
- School will apply for refund of costs for BOT byelection

Resolution:

The June 2024 Monthly Finance Report (which includes April and May) to this agenda be approved.

MOVED: PD

SECONDED: KK

Carried.

3.2 Principal's Report 7.45pm

- Top of mind: Board assurances, and collation of feedback too.
- Noted many celebrations: (eg Samoan Language Day)
- Noted that school reps visited whaanau of former MBS student who passed away

- Noted a busy term with reports, mid-year data.
- Noted that MBS Way report is part of Principal's Report, information for the board to see.
- ERO visiting 22 July; they are meeting with SLT, and presiding member - meeting with the ERO partner. This is to meet; explanation of what happens. Staff rep notes no knowledge of any staff stressed about the visit.

Health and safety walk-through update (also provided via email from Konrad to board members)

- Semi-urgent: Ceiling panel in hall
- Lighting needed in some areas at a cost of \$1150 which is not currently budgeted for and needs board approval prior to delegations being finalised.
- Emergency exit door for room 16 is on the list for the caretaker.
- Classroom prefab has only one entry/exit
- Caretaker would like to remove feijoa trees, they scrape classrooms; block light.
- Principal doing camp visit; board member will not join; presiding member notes importance of reading through H&S documents. Presiding member notes camp website has all the RAMs on there
- Principal will bring back documents from camp for board to sign off.
- Principal notes thanks board for their support in allowing her and other board members to attend conference; notes she has added her feedback on workshops in her report.
- PB4L update from staff rep: says Tuakana-Teina system has been working well; Minecraft is popular; board member notes importance of using it safely (reflecting real word actions; tikanga; not using it too long).
- Attendance noted as an area of concern - would like report in term 3 about actions being taken; how those are working; whether there is more we can do - maybe ideas from SLT

Board notes their thanks to board member Konrad Kurta for doing the walk around.

Actions

- Board to seek advice on whether prefabs are still classified as temporary buildings.
- Principal to delegate the collection and collation of reviews on School Docs and share with Board.

Resolution:

Board approves the amount of \$1150 to be spent on lighting and the repair of the emergency exit on room 16.

MOVED: NO

SECONDED: KK

Carried

Report found here: [📄 JUNE PRINCIPAL REPORT](#)

Resolution:

The June 2024 Monthly Principal's Report be approved.

MOVED: NO

SECONDED: PD:

Carried

3.3 Principal proposal re: admin

Board moved into committee at 8.30pm

Board moved out of committee at 8.45pm

4 Other business 8.45pm**4.1 Board planning**

Responses from survey and finding possible dates for hui with Te Ahiwaru

- Two responses so far to survey sent by NO
- Dates for hui with Te Ahiwaru to be in term 3 once new DP started.

Actions:

- SH and NO to meet about board assurances
- Board members to fill in survey regarding board meeting times/food
- SH to send email to board for possible dates in term 3 for hui with Te Ahiwaru.

4.2 Correspondence 8.50pm

- Letter shared by Bernice: staff resignation
- Email received by Presiding member from PTA

Action:

- To invite Michelle from PTA to next board meeting, to discuss group roles, etc

4.3 Budget review**Resolution**

Board agrees to hold over budget review until August.

MOVED: NO

SECONDED: PD

Carried

Board moved into committee at 8.57pm

Board moved out of committee at 9.08pm

5. Meeting closure 9.10pm

5.1 Closing karakia

Whaia te iti kahurangi, ki te tuohu koe me he maungateitei

