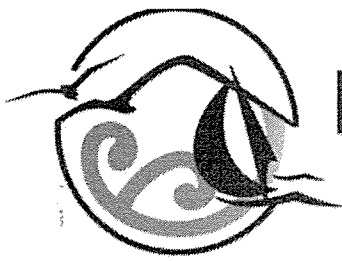


DISCOVERY SCHOOL

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Board of Trustees
Minutes of Meeting
Monday 17th February 2025
Time: 6.30 pm Discovery School

Karakia	Everyone	
Whakatauki Brayden	Nāu te rourou, nāku te rourou, ka ora ai te iwi With your food basket and my food basket the people will thrive. This whakatauki talks to community, to collaboration and a strengths-based approach. It acknowledges that everybody has something to offer, a piece of the puzzle, and by working together we can all flourish.	
Elect 2025 Presiding Member	The Board voted for Brayden to continue his role as presiding member.	Moved: Laura/David
BoT Members present	Kaylene Macnee (Principal) Brayden Smith (Presiding Member) Andrea Smith Danelle Whaanga - arrived 6.50 pm David Pulemagafa Georgia Taingahue Laura Lumley (Deputy chair) Nicholas Emmerson Sam Taylor	
Minutes	Susan Burrows	
Apologies	Cheyne Matenga - Mana whenua representative	
Visitor/s		
Conflict of Interest Declaration	n/a	
Amendments from Minutes of meeting	<u>Amendments to Minutes 9th December 2024</u>	Moved: Andrea/David CARRIED
BoT Action Register	Schooled has been appointed returning officer for the 2025 BoT Elections.	CARRIED



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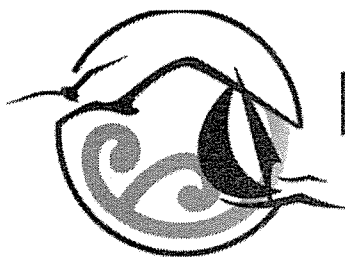
<p>Correspondence</p>	<p>Inwards:</p> <ul style="list-style-type: none"> • Schooled - Triennial school board elections • Education Review Office - Confirmed Reports for Discovery School • BDO - Audit Engagement Letter • Te Whakarōputanga NZSBA (formerly NZSTA) - NZSBA Sector Update - Curriculum, attendance, holidays, and more! • MoE - 5YA - 3 year review letter <p>Outwards:</p> <ul style="list-style-type: none"> • Schooled - Triennial school board elections 	
<p>Strategic items</p>	<p><u>Achievement Data</u> The BoT discussed and reviewed the Reading, Writing and Maths data. Significant discussion was had around the needs for accelerated learning. Kaylene explained the process the Leadership Team has been through and some possible hunches behind writing achievement. This will be discussed with the staff over the coming week and teachers will identify actions.</p>	<p>Action: Kaylene/L Team</p>
<p>Principal's report Kaylene Macnee</p>	<p><u>Netball court resurfacing</u> The Board agreed to proceed with the resurfacing of the netball court so it is installed by the netball season. The Health and Safety team will overlook the options for the garden wall. A grant application will be made and Andrea will check to see if the DSPTA can help support this.</p>	<p>Action: Andrea, Kaylene Approved Principal Report: Laura/Georgia</p>
<p>Board Updates Property Finance Policy Health & Safety Whānau Pasefika Communication DSPTA Grants Vision</p>	<p>All Board updates were tabled and taken as read. The following items were discussed:</p> <p><u>Property</u></p> <p>10YPP Roofing Three quotes for the tender have been received for roofing room 16, 17, 19, 20 and the Pool. The tender is with the MoE for sign off. Kaylene to check if the roof work will disrupt the other work getting completed during the term break.</p> <p>Sash windows, library and student handrail to be completed this year.</p> <p>Board owned classrooms Room 15 & 18 (Block 17 and stand alone prefab) The board agreed to send a letter to the Ministry of Education to start the process of possibly transferring ownership of board owned classrooms.</p>	<p>Action: Kaylene</p> <p>Action: Kaylene</p>



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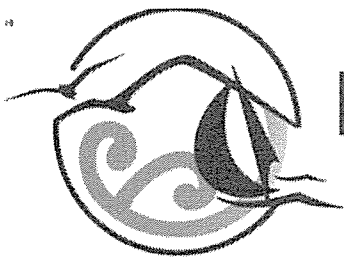
	<p><u>Finance</u> December and January accounts 2024 showed a larger deficit, \$78K due to staffing, fundraising and painting. Economic climate has had an effect on fundraising. We have moderated the 2025 budget accordingly based on this information.</p> <p>2025 Budget The 2025 Budget has been confirmed with Accounting for Schools.</p> <p><u>Policy</u> Term 1 reviews will be added to school newsletter</p> <ul style="list-style-type: none"> ○ Health, Safety, and Welfare Policy (board) ○ Safety Management System (board) ○ Risk Management (board) ○ Worker Engagement, Participation, and Representation ○ Healthcare (board) ○ Recording and Reporting Accidents, Injuries, and Illness - This policy has been updated. <p><u>Whānau</u> Focus this year will be based around cultural events that take place. Term 1 Waitangi Term 2 Matariki Term 3 Māori language Term 4 End of year celebration</p> <p><u>DSPTA</u> The first meeting for 2025 is Thursday 20th February. Kaylene and Andrea will confirm the priority wishlist items for DSPTA fundraising for 2025.</p> <p><u>Grants</u> Jim is processing applications for TVs and High Jump pads.</p> <p><u>Vision</u> All staff are in full swing of unpacking and exploring our new school vision with students.</p>	<p>Moved: Sam/Danelle</p> <p>Moved: Sam/Laura</p> <p>Action: Kaylene/Andrea</p>
<p>Other Business</p>	<p><u>Health Consultation</u> The 2024 Health consultation report was provided to the board.</p>	<p>Action: Kaylene/L Team</p>



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	<p>An opportunity for future feedback could include 'I would like to be contacted' on the survey.</p> <p>The school will use Navigating the Journey resource for Relationships and Sexuality education in 2026. There will be a parent meeting first and parents can opt out.</p> <p><u>Camp 2026</u> The board agreed for the information to be sent out to the Year 5-8 regarding the cost and information for 2026 camps.</p> <p><u>Co-opted members</u> The board thanked Georgia for all her mahi as a co-opted member on the board. Georgia is happy to assist the new co-opted Whanau representative on the board when appointed.</p> <p><u>Staff exit survey trends/themes</u> Brayden and Danelle provided an overview of the key points to the board members.</p> <p><u>Retention Disposal</u> The board agreed to the disposal of the items listed on the retention disposal sheet.</p> <p><u>Student absences</u> The board considered the request for approval of regular absences for dance classes. The board does not approve and exception for this to be a justified absence.</p> <p><u>2024 AiMs Games review</u> A timeline of events to be agreed upon, with a possibility of an information evening.</p> <p>The board agreed a netball team will attend the AiMs games.</p>	<p>Action: Kaylene/L Team</p> <p>Moved: Nick/David</p> <p>Moved: Danelle/Sam</p> <p>Action: Kaylene</p> <p>Action: Susan</p> <p>Action: Kaylene and Danelle</p> <p>Moved: Andrea/Danelle</p>
<p>Whakatauki Brayden</p>	<p>He aha te mea nui o te ao? He tangata! He tangata! He tangata!</p> <p>What is the most important thing in the world? It is people! It is people! It is people!</p> <p>This whakatauki talks to the importance of human connection and relationships. This is what creates community and enables people to flourish. It values the human being in all of us and reminds us of what is most important – not money, not success, not a job or a thing – it is people.</p>	



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Meeting closed	8.45 pm	
Closing Karakia	<p>Kua mutu ā mātou mahi mō tēnei wā Manaakitia mai mātou katoa Ō mātou hoa Ō mātou whānau Āio ki te Aorangi</p> <p><i>Our work has finished for the time being Protect us all Our friends Our family Peace to the universe</i></p>	
Next Meeting	Monday 24th March 2025 Whakatauki - David	
In Committee	n/a	

Group finish
7/4/2025

