

South New Brighton School
Minutes of Board of Trustees Meeting
Staff Room at South New Brighton School
Wednesday 28th August 2024 at 6:30pm



In attendance: Kate McClelland (Principal) Anna King (Presiding Member), Karen Ward (Staff representative), Kallysa Hollis, Donna Dimond, & Peter Sawyer,
Present: Andrea Wylie & Julie Bimfield (from Literacy Connections until 7:30pm), Holly Timms (Secretary)

Apologies: Kim Grooby

Declared conflict of interest: None

1. OPENING

The meeting was opened by the Board of Trustees at 18:30pm with a karakia.

2. STRUCTURED LITERACY

Andrea and Julie from Literacy Connections provided the board with an overview of the structured literacy programme, including a presentation on the science behind structured literacy. They guided the board through a typical 20 minute lesson, offering insight into strategies for keeping students engaged. Andrea and Julie also met with teachers earlier in the day to prepare for the upcoming professional learning and development (PLD) session scheduled for Friday. The board thanked Andrea and Julie for coming along and they departed the meeting at 7:30pm.

3. PREVIOUS MINUTES

Motion: It was moved by the Presiding Member that the minutes of the South New Brighton School meeting held on 26th June 2024 minutes be accepted as a true and accurate record.

Moved: *Anna King*

Carried

Motion: It was moved by the Presiding Member that the minutes of the South New Brighton School meeting held on 31st July 2024 minutes be accepted as a true and accurate record.

Moved: *Anna King*

Carried

4. ACTION POINTS – No matters arising

5. PRINCIPAL'S REPORT

The Principal's report was circulated to the board prior to the meeting and taken as read.

- Positive feedback has been received from the community regarding the HERO platform.
- The Koru Games will take place in September 2024.
- School term dates for 2025 were reviewed.
- A family violence awareness session was recently conducted for teachers by Barnardos.
- The monthly behavioural report was presented, and the board discussed the July statistics.
- Student achievement data will be shared via email and discussed at the next board meeting.

Motion: *It was moved that the principal's report for August 2024 be accepted.*

Moved: Anna King

Seconded: Kate McClelland

Carried

6. Property & health and safety reports

The property report was circulated prior to the meeting and was taken as read.

- Thursday of Week 10 the new build will be started.

- Building certification for fire safety has been completed.
- 112 new chairs have been donated to the school.

7. FINANCES

The finance report was provided prior to the meeting and taken as read.

- Anna advised there has been a small profit for Term 2.
- Kate submitted a quote for structured literacy resources to support the school’s implementation of the program. The quote for \$9,863.00, was reviewed and approved by the board.

Motion: *It was moved that the board agrees to spend \$9,863.00 for structured literacy resources, which is outside of the agreed curriculum budget.*

Moved: Kallysa Hollis **Seconded:** Peter Sawyer

Motion: *It was moved that the financial report for July 2024 be accepted.*

Moved: Anna King

Carried

8. POLICIES

- Complaints Policy
- Performance Management
- Protected Disclosure

The board has reviewed and discussed the above-named policies.

Motion: *It was moved to approve and adopt the above policies.*

Moved: Anna King

Carried

9. CORRESPONDENCE IN/OUT – None

10. GENERAL MATTERS

- A board update will be circulated to the community about structured literacy and a fly-through of the building

11. PUBLIC EXCLUDED

Motion: *From the Presiding Member that the public be excluded from the proceedings of this meeting at 19:57pm.*

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 ("LGOIMA") for the passing of this resolution are as follows:

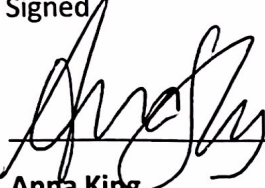
General subject	Reason for passing this resolution	Ground(s) under s48(1) for the passing of this resolution
<ul style="list-style-type: none"> • Student exclusion • Staffing • Leave request 	<p>It is necessary to exclude the public from this part of the meeting in order to protect the privacy of natural persons, being a good reason for withholding information under s9(2)(a) of the Official Information Act 1982</p>	<p>Pursuant to s48(1)(a)(ii) of the LGOIMA that the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under the OIA.</p>

	("OIA")	
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12. Next meeting: Wednesday 30th October 2024

Meeting ended at 20:40 pm.

Signed



Anna King
Presiding Member

22.11.24

Date