

Glenfield Primary School

Board Meeting Minutes

Tuesday 12 September 2023

Meeting commences 5.30pm

Karakia - Ma te whakapono

Acceptance of Agenda

1. Administration

Present: Mike McCaw Presiding Member, Chris Cooper Principal, Jo Cowell Staff Rep, Chris Marshall Parent Rep, Fiona Smith Special needs Champion, Yoyo Fu Parent Rep, Shail Stewart Parent Rep, Brian Glass Parent Rep and Donovan Smith Minutes.

Apologies: None

Declaration of Interests: None

Agenda item: International Student Fees

Discussed International fees and amending the price for International students re workload and inflation.

Current costs remain for this year and the Board to review next year.

2. Monitoring

2.1 Expert presentation: N/A

2.2 Principal's Report (ongoing summary of progress to date in relation to annual plan)

- Roll: Discussed grading roll and International students
- Discussed accident/injury report - split injuries from medications on report
- Discussed all Strategic Goals

2.3 Data analysis (none)

2.4 Charter updates

- School Planning and Reporting
- Principal shared the new planning and reporting format/structure with Board

- Big focus on consultation with all stakeholders. Survey analysis of all stakeholders to drive the Strategic Plan.

2.5 Finance and audit

- Discussed July Report

3. Discussions (emergent)

3.1 Special issue or project (N/A)

3.2 General business

- Emergency Management Response Plan: This has been updated and shared with staff. This (a digital copy) will also be shared with the Board.
- Te Mātaiaho (NZ Curriculum) Readiness Tool: Readiness tool was shared with the Board, where we are as a school and what our next steps are as this will drive our Strategic Plan
- Board Code of Conduct was signed by members
- ERO visit: Feedback very positive, the school have identified 3 goals with action plans - this will be shared with the Board once this gets underway

4. Decisions

4.1 Board decisions (these are listed from the reports presented where a decision is required)

5. Agenda items for next meeting- None

6. Administration

6.1 Confirmation of previous meetings minutes

Previous minutes - Staffing discussion to be moved in committee.

6.2 Correspondence

1. Meeting closure

Into committee at 6.47pm

Out of committee at 6.59pm

Meeting closed at 7.00pm.

Signed:

Presiding Member:

Date: