

CONFIRMED MINUTES

TE PAEPAE O AOTEA BOARD OF TRUSTEES



At the **Te Paepae o Aotea Board of Trustees** on **28 Nov 2024** these minutes were **confirmed as presented**.

Name:	Te Paepae o Aotea
Date:	Thursday, 24 October 2024
Time:	4:00 pm to 6:45 pm (NZDT)
Location:	Te Paepae o Aotea - Boardroom, Camberwell Road, Hawera
Board Members:	Will Edwards (Chair), Cheryl Luke-Maraki, Diana Reid, Dinah King, Rachel Williams, Ross Dunlop
Attendees:	Ruth Simons
Apologies:	Hauraki Erb, Neryda Sullivan, Te Kiri King

1. Opening Meeting

1.1 Karakia Timata

1.2 Confirmation of Minutes of Meeting

Te Paepae o Aotea Board of Trustees 26 Sept 2024, the minutes were confirmed as presented.



Confirmation of Minutes of Meeting 26 September 2024

RESOLVED THAT the minutes of Te Paepae o Aotea Establishment Board meeting held 26 September 2024 be accepted as a true and correct record of that meeting.

Decision Date:	24 Oct 2024
Mover:	Cheryl Luke-Maraki
Seconder:	Dinah King
Outcome:	Approved

1.3 Interests Register

2. Correspondence

2.1 Incoming Correspondence

Taken as read.

2.2 Outgoing Correspondence

Nil.

3. Decisions and Discussions

3.1 Investment Strategy

The Chair spoke to the Board's appetite for an investment strategy with an eye to an investment fund for the future and facilities.



Investment Strategy - Legacy Project

Principal to seek advice from Ministry (Education Services)/Mayor. Chair to speak with other schools with historical money. Who is already doing well in this space? Chair to share information about the social environment brief and current Government funding.

Due Date: 24 Oct 2024

Owner: Rachel Williams

4. EOTC

4.1 NZSS Touch



Touch Nationals

Principal to follow up with the EOTC coordinator with queries from the Board prior to making a final decision.

Decision Date: 24 Oct 2024

Outcome: Not Approved

5. Policies

5.1 Change to November meeting date

Noted the Policy Committee are reviewing Finance policies and will meet 21 November 2024 at 5.15pm following the Finance Committee.

6. In Committee

6.1 In Committee Update

The meeting moved In Committee at 4.41pm. Moved R Dunlop / Seconded W Edwards

The meeting moved out of In Committee at 6.04pm. Moved R Dunlop / Seconded W Edwards

6.2 Outward Correspondence

Nil.

7. Reports

7.1 Tumuaki Report

Taken as read.

7.2 Data Analysis - October 2024

Taken as read. An overall student by student analysis will be available November, tracking student progress in terms of Numeracy and Literacy from Terms 1 - 3.

7.3 Attendance data - October 2024

Huakina Mai - Next week Ministry staff will be auditing this space in terms of signage and PB4L (Positive Behaviour for Learning). One - two iwi representatives will be required for audit next year. Existing staff could be used if iwi have no capacity.

Correspondence has been forwarded to iwi education staff requesting representation required. If no capacity, principal to select a representative from staff. Members D King or H Erb to open conversation. Commitment is twice a term meeting.



Iwi Liaison

Members D King and E Erb to liaise with iwi regarding representation. Principal to email information cc co-Chairs.

Due Date: 28 Nov 2024

Owner: Dinah King

7.4 Finance Report

Noted:

- Quote for KM Dass approved.
- Library carpeting upgrade included in the cyclical maintenance.
- Budget 2025 - draft to SLT next week. Staff CAPEX requests due by 8 November 2024.
- World Teacher Day 1 November. Board invited to attend Staff Breakfast 8am.



Financial management for Kahui Ako

Principal to work on discussion for financial management in the Kahui ako space. Meeting tomorrow.

Due Date: 28 Nov 2024

Owner: Rachel Williams



Cleaning Contract

Business Manager to action formal withdrawal from Cleanmaster. Contract signed today for new company.

Due Date: 29 Nov 2024

Owner: Rachel Williams

7.5 Property Report

Taken as read.

8. Board Annual Work Plan

8.1 Board Work Plan 2024-2025

9. Actions from Previous Meetings

9.1 Action List

Due Date	Action Title	Owner(s)
23 Feb 2023	Cultural Adviser Job Description Status: In Progress	Will Edwards
3 Mar 2023	Maori Cultural Position - Role Description Status: In Progress	Will Edwards
23 Feb 2024	Letter of thanks - to HHS Charitable Trust Status: In Progress	Will Edwards
30 May 2024	Board Elections Status: On Hold	Rachel Williams
30 May 2024	Iwi Nominations for Te Paepae o Aotea Board of Trustees Status: On Hold	Hauraki Erb
24 Oct 2024	265 South Road Property Project Status: In Progress	Rachel Williams
24 Oct 2024	Truancy Reporting Status: Not Started	Will Edwards

10. Other Business

11. Karakia

11.1 Karakia Kapi

12. Close Meeting

12.1 Close the meeting

Next meeting: Te Paepae o Aotea Board of Trustees - 28 Nov 2024, 4:00 pm

Signature:



Date: 28 November 2024