

CONFIRMED MINUTES

31 OCTOBER 2024

At the **5 December 2024** on **5 Dec 2024** these minutes were **confirmed as presented**.

Name: Greenpark School (Tauranga) BOT
Date: Thursday, 31 October 2024
Time: 6:00 pm to 8:10 pm (NZDT)
Location: Greenpark School, 13 Lumsden Street, Greerton
Board Members: Gareth Norman, Haidee Jenkins, Krissy Thompson
Attendees: Christina Leef, Gareth Scholes, Sarah Stock, Theresa Lemi
Apologies: Heather Kawan, Alison Munks, Greg Cummings (Chair)
Guests/Notes: Jes Sonneveld, Matt Peacocke

1. Opening Meeting

1.1 Interests Register

1.2 Apologies

Apologies received from:

- Heather Kawan
- Greg Cummings



Apologies

Apologies Noted and Moved

Decision Date: 31 Oct 2024
Mover: Krissy Thompson
Seconder: Gareth Scholes
Outcome: Approved

1.3 Confirm Minutes

12 September 2024 12 Sept 2024, the minutes were confirmed as presented.



Minutes from 12 September Confirmed

Minutes from 12 September Confirmed

Decision Date: 31 Oct 2024
Mover: Krissy Thompson
Seconder: Haidee Jenkins
Outcome: Approved

1.4 Matt Peacocke - Landscape Architect

Play area designs shared by Matt Peacocke (Landscape Artist). Presentation Attached.

- Costings (approximate): Option 1 - \$134 000, Option 2 - \$110 000 plus a working bee for planting etc to reduce costs.
- Approach Mitre-10 and Bunnings for a Playground Grant.
- Prioritise Option 1 (Sandpit Area) for 2025
- Recommend approach Playground Creations for discussions on pricing. Matt can assist with this. They can price off concepts.
- Look at funding grants as well to assist with costs.

Christina thanked Matt on behalf of the Board for his work which will be especially great for imaginative and sensory play.

1.5 Te Reo and Te Ao Māori at Greenpark

Jes Sonneveld presented a slideshow on Te Reo and Te Ao Māori at Greenpark School (attached).

Jes clarified on the slideshow that Level 1 - is basic reo, tikanga and context and Level 2 is speaking fluent sentences and structure.

Christina gave a big mihi to Jes for her mahi in this area. Board discussed the goals for Te Reo and Te Ao Māori at Greenpark School and what they can do to help make this achievable.

- Finding a tutor - Gareth to talk with iwi and Stu McDonald to see if they have any contacts in this area.
- Talking with Whaea Josie about partnership and involving her in planning and how to progress further.
- Engaging staff to add, grow and lead in this space.
- Board discussed allocating funding for Māori curriculum goals. Gareth will look at this for 2025 budget.



Te Reo & Te Ao Māori

- Gareth to talk to iwi and Stu McDonald about finding a tutor.
- Gareth to allocating budget to Māori Curriculum for 2025 to help cover goals and new Kapa Haka Uniforms.

Due Date: 5 Dec 2024

Owner: Gareth Scholes

1.6 Actions - Follow Up

- **BOT Profile Timeline:** Gareth and Greg aligning this for next election looking at wording and profiles.
- **Sarah Stock PLD Proposal:** Sarah has been accepted into her PHD. Cost is \$930 and the rest is subsidised. Starts in November.
- **Year 5&6 Camp Details:** Year 6 Camp approved, Year 5 to come. Year 6 camp went really well and had great parent support. Camp has funding for next year which will mean

less cost and they will do one class at a time. Year 6 Camp Operating Procedures completed.

- **Term Deposit Refix:** Refix Term Deposit at the best rate possible and Gareth to communicate with Board. (**Completed - document attached**)



Sarah Stock PLD

The Board of Trustees considered the impact of Sarah Stock's PLD and approves to cover the costs.

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconder: Gareth Norman
Outcome: Approved

2. Actions from Previous Meetings

2.1 Action List

Due Date	Action Title	Owner
11 Sept 2024	BOT Profile Timeline & Current BOT Intentions for Elections Status: In Progress	Gareth Scholes

3. Curriculum

4. Management Reports

4.1 Principal's Report

Gareth Scholes presented his Principal's Report (attached).

Leadership Structure now includes four middle leadership roles which creates pathways for staff and support for the SL team.



Principals Report

Principals Report taken as read.

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconder: Krissy Thompson
Outcome: Approved



Approval from Board of Trustees for Gareth Scholes Kāhui Ako Role

Approval by the Board of Trustees for Gareth Scholes to have his Kāhui Ako position reviewed and continue for a further two years from April 2025.

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconder: Haidee Jenkins
Outcome: Approved

4.2 Finance & Budget Reporting

Gareth Scholes presented the Finance Report on behalf of Heather Kawan.

- Kim Cox has been moved to Teachers Salaries.

- Banked Staffing - monitoring closely with Theresa Lemi as we move to end of year.
- Term Deposits and Savings Plus have all been reviewed and reset.
- Homestays coding issue. Lynne Mossop to work out costs and have a budget put through.
- Swimming costs \$18 000. Look at spend to review and address at next Board Meeting.
- September Finance Report came through just before meeting, will discuss this at next meeting.
- Principals Wellbeing to be used for Coaching. Gareth has signed annual declaration (Attached) which BOT received and noted.
- Funding Applications proposal: Grassroots \$15 000 for Shade Sails, Akarana \$5000 for Shade Sails and One Foundation \$15000 for Audio Visual Equipment for the hall.



Finance Report

Finance Report Approved

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconded: Krissy Thompson
Outcome: Approved



Funding Application Proposal

The Board approves funding applications to be applied ad follows:

- Grassroots \$15 000 for Shade Sails
- Akarana \$5000 for Shade Sails
- One Foundation \$15000 for Audio Visual Equipment for the hall.

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconded: Krissy Thompson
Outcome: Approved



Review of Swimming Costs

Swimming costs \$18 000. Look at spend to review and address at next Board Meeting.

Due Date: 5 Dec 2024
Owner: Gareth Scholes

4.3 Health & Safety Review

Health & Safety Report Presented (attached). The team are currently reviewing:

- Sun Safety
- Implementing recommendations from LEOTC review
- Cyber Safety.

Issue of staff parking was raised and recommended that a general reminder be given to staff about parking in the correct places around the school particularly on Sinclair Street. Also ensuring this is discussed at staff inductions and for relief staff. Christina and Gareth will follow up.



Health and Safety Report

Finance Report Approved

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconder: Gareth Norman
Outcome: Approved

4.4 Property

Property Report Presented by Gareth Norman (attached).

Solar Power Installation Proposal: Discussed a proposal to install solar power at Greenpark School.

- The proposal is to install a 35.2 kW system on the A Block roof.
- The cost of the system is \$42,894 excl GST (\$49,328 incl GST).
- Annual savings \$8,747 (pays for itself in 5.5 years with electricity savings)

Benefits are:

- Costs savings over time (continued increases in power prices)
- Carbon neutral energy
- Educational opportunities to share with learners and our community
- With fixed term interest rates on the decline is another way of investing and getting financial benefits.
- With the continuing increase in electricity prices, the saving will increase over time.
- The panels have a 25 year warranty.

The recommendation was made at the meeting that we proceed with the installation of solar at a cost of \$42,894 excl GST. The installation would take place over the summer break. Board discussed that it fits with the school values and will be great learning for the children.

Decision needs to be made before Christmas.

Weather Tightness Hall: Running on schedule. There was a lot of rot which has been cut out and walls are currently down. Security camera have been set up in the hall and security are coming onsite for checks. Insurance has been checked and contents are covered whilst walls are down.

Replace portion of hall roof with Board approved spend discussed.



Replace Portion of Hall Roof

Approve to replace portion of roof at \$29 000 incl GST within Board approved spend.

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconder: Gareth Norman
Outcome: Approved



Property Report

Property Report Approved

Decision Date: 31 Oct 2024
Mover: Gareth Scholes
Seconder: Haidee Jenkins
Outcome: Approved



Solar Panel Installation Proposal

Solar Panel installation approved by Board in attendance and email circulated to all Board members to confirm status. All approved

Decision Date: 31 Oct 2024
Mover: Gareth Norman
Seconder: Gareth Scholes
Outcome: Approved

4.5 Correspondence

Correspondence received as follows:

- **Alison Munks** - Resignation Letter End of 2024
- **Kyla Boyle** - Resignation Letter End of 2024
- **Jes Sonneveld** - Leave Application for Term 1 & 2 2025



Correspondence

- Leave Approved for J Sonneveld for Terms 1 & 2 2025
- Resignation Letters Accepted for A Munks and K Boyle for end of 2024.

Decision Date: 31 Oct 2024
Mover: Krissy Thompson
Seconder: Gareth Norman
Outcome: Approved

5. Other Business

6. Close Meeting

6.1 Close the meeting

Next meeting: No date for the next meeting has been set.

New Actions raised in this meeting

Item	Action Title	Owner
1.5	Te Reo & Te Ao Māori Due Date: 5 Dec 2024	Gareth Scholes
4.2	Review of Swimming Costs Due Date: 5 Dec 2024	Gareth Scholes

Signature: 

Date: 18/12/24