MIRAMAR NORTH SCHOOL
Minutes of the 325th Board of Trustees meeting
on Monday 24th February 2025 6.30pm

Attendees: Cherida Fraser (Chair), Joyce Adam, Andrea Nonu, Vidisha Ishver, Jay Neilson, Alistair Mason

Apologies: Nicole Retter

Karakia: Cherida Fraser opened the meeting with a Whakataukī

Community Input: None

Previous Meeting Minutes:
Confirmation of previous minutes (Monday 9th December) are a true and accurate record of the meeting: Cherida approved; Jay seconded.

Principal's Report:

- Link sent to all board members prior to meeting for review. Main points discussed:

Strategic Plan:
- The planning for all strategic plans NZ wide need to be aligned with the Board Election Cycle 2025. This is easier for us because we match that cycle. A new cycle will begin next year so our preparation should start this year. This could be surveys for community and staff, and looking at our 10 year property plan.

2025 Annual Plan:
- This is due to the MoE by the 31st March.
- The MNS Annual Plan was evaluated last year and targets set. We will refine goals and targets to align with any new students. This will be emailed to the board to read and comment before it goes to the MoE.

2025 Kāhui ako work:
- We are using the EPOCH Measure of Adolescent Wellbeing model with the Kāhui ako. Our Annual Plan will reflect this. We will be working through the Inquiry Cycle as a collaborative group focussing on the area that is a priority for our school – Literacy: Extension of Structure Literacy into Years 5/6.

Financial Management:
- Link to December Accounts provided – not finalised until audit completed by Deloitte.
- Staffing and property have required a lot of expenditure. Especially using a recruiting company due to lack of teachers.
- Gas, electricity, water, and insurance all increased significantly. We will put in a request to the MoE for some extra funding.
- 2025 Draft Budget presented to the board. Main goals are to:
    - continue work on staffing levels
    - review the discretionary leave policy
    - put most funds behind Structured Literacy and Maths No Problem

- get rid of our school server and buy a smaller one
- review lawn mowing frequency – can we buy a second hand ride on mower?

Property:

- Heat pump plan – heat pumps going into Rooms 9, 10, 1, 3 and Hall.
- Pool window to be replaced for security and overheating for staff members working in there. Potential for asbestos but won't know until window work begins.

External Contractors / 3rd party occupancy:

The board acknowledged three requests for the school to contract in private tutors during school hours to support different children's learning. The board considered the requests against school policies (specifically the Third-party Use of School Property policy) and also Ministry of Education policies. This included a discussion on the benefits and risks to the school, long term implications and additional costs incurred.
The board decided that MNS cannot accommodate additional private tutors on site during school hours. The board considered that doing so would incur administration costs, be disruptive to the existing use of the school, not be sustainable long term, and thus have a detrimental impact on school activities.
There is already an onsite private tutor arrangement which is always an available option to our school community.
Should families wish to use the services of a different tutor, MNS can accommodate before school (8am) or after school (3.15-4.15pm) tutoring onsite. Using MNS space at these time or private tutoring would incur a small fee. It was agreed that the school would support any arrangements to take a child offsite for tutoring and that this would be marked as a justified absence.

MNS Events Crew plan 2025:

- Cherida or Nicole to engage with the Events Crew to discuss their fundraising plans for 2025.
- $15,000 has been allocated in the budget for the gala this year.

Policy Reviews:
Health, Safety and Welfare Policy
Safety Management System
Risk Management
Healthcare
To be completed by the 11th April.

Next meeting: Monday 24th March at 6.30pm

Meeting Closed at 8:00pm

Signed by: _____

Date: 24 March 2025.