

# School Board Meeting Minutes

DAVALLIA PRIMARY SCHOOL

DATE:	7/12/2022	Meeting No.	4/2022	CHAIR PERSON:	Adrian Fuller
TIME:	4.50 pm	MINUTE SECRETARY:			Sunny Kendrick

ATTENDEES:	John O'Neill, David Perry, Adrian Fuller, Mark Leaning, Dan Davis, Simon Haworth, Nick Shmakov, Mandie Shean, Sunny Kendrick
APOLOGIES:	

Ge	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	<b>WELCOME, WELCOME TO COUNTRY &amp; APOLOGIES</b>	AF		
2.	<b>MINUTES OF PREVIOUS MEETING</b>	AF	<i>Minutes from the previous meeting were table. Moved by JO and seconded by DP.</i>	<i>AF- Board member candidate, decision to accept the 1 candidate and advertise for diversity in 2023 Accepted unanimously</i>
3.	<b>ACTIONS ARISING</b>	AF	Head Boy and Head Girl title. Discussed at staff meeting with staff happy to leave the titles for 2023 and give it some thought for 2024. Feeling was not to address it until there was a need.	
4.	<b>CONFIRMATION OF AGENDA</b>	AF	<i>Confirmed</i>	<i>Confirmed</i>
5.	<b>DISCLOSURE OF INTERESTS</b>	AF	<i>None</i>	
6.	<b>PRIORITY ITEMS</b>	CN	<i>CN presented the One Line Budget (update)</i>	<i>Discussed and noted.</i>
	6.1 <b>2022 One-Line Budget</b>			
	6.2 <b>2023 Draft Budget</b>	CN	<i>CN tabled the proposed draft budget for 2023. JO moved the 2023 Voluntary Fees and Charges Schedule is accepted. SK seconded</i>	<i>Unanimously accepted SK noted the exemplary work of CO in having the budget in surplus.</i>
7.	<b>OTHER MATTERS</b>			

8.	<b>8.1 Capital Works and Remediation Works</b>	JO	<ul style="list-style-type: none"> <li>• Works on schedule</li> <li>• Preparation for slab pour</li> <li>• Expected brick work to commence before school returns</li> <li>• A Block to be inaccessible during the holidays due to ceiling replacement</li> </ul>	<i>Discussed</i>
	<b>8.2 Staffing Update</b>	JO	<ul style="list-style-type: none"> <li>• Davallia will be fully staffed for 2023</li> <li>• Additional staff taking leave in 2023 <ul style="list-style-type: none"> <li>- Christine Lane</li> <li>- Sophie Thorn</li> <li>- Hilary Bootsma</li> </ul> </li> </ul>	<i>Discussed</i>
	<b>8.3 Associate Principal Position</b>	ML	<ul style="list-style-type: none"> <li>• Process is complete</li> <li>• Panel consisted of 3 x Level 5 Principal's and 1 x Level 3 Associate Principal.</li> <li>• Shortlisted and Interviews were conducted</li> <li>• Sunny Kendrick was the successful applicant and has been appointed permanently to the position</li> <li>• Announcement will be made at the Presentation Assembly</li> </ul>	<i>Discussed</i>
	<b>8.4 2023 Projected Enrolment</b>	JO	<ul style="list-style-type: none"> <li>• 553 to commence 2023</li> <li>• School is not considering out of boundary application</li> </ul>	<i>Discussed</i>
	<b>8.5 What's Coming Up in 2023</b>	JO	<ul style="list-style-type: none"> <li>• An updated Business Plan will be presented to the Board for approval</li> <li>• Public School review will be conducted in Week 8 Term 2, 2023</li> </ul>	<i>Discussed</i>
	<b>8.9 Other</b>		<ul style="list-style-type: none"> <li>• <i>JO has applied for a \$25000 Govt. grant to help fund the junior primary nature playground.</i></li> </ul>	

**MEETING CLOSED:**

5:16PM

**SIGNED:**

**NEXT MEETING:**

February 15<sup>th</sup> 2023