

**Minutes of the June 2024
Northern Health School Board meeting
held Thursday 20 June 2024
60 Khyber Pass Road, Grafton, Auckland**

Present: J. Huston, J. O’Leary, R. Winder, S. Willis-Baker, G. Kelly (online)

Apologies: J. Walker, M. Campbell, R. Tuwhangai

Also in attendance: T. Grieve, S. Harrod, A. Honey, B. Ratcliff, R. Bourgaize (Minute Taker)

Meeting commenced 9.30 am

Mihi/Whakatauki G. Kelly

Conflict of Interest

Reminder to Board members of the need to declare any possible conflict of interest. None declared. Attendance sheet signed by all board members and accepted by Presiding Member.

Minutes of the previous meeting

The Minutes of the meeting held on 17 May, and 12 June 2024, were accepted as a true and correct record of events.

Moved: S. Willis-Baker, Seconded: J. O’Leary. All in favour.

Matter arising from last meeting

Action point review (*covered in agenda items 7, 9, 10, 11, 12*)

Correspondence

Inward – Deloitte Report to the Board for year ended 31 December 2023

Outward – NHS Annual Report and Financial Statements 2023

The Board move to accept inward and outward correspondence.

Moved: J. O’Leary, Seconded: S. Willis-Baker. All in favour.

Hauora Wellbeing - Hauora Committee Proposal and Timeline

B. Ratcliff presented the initial findings from a recent strengths survey conducted among all staff to the board. The results indicate that Unit Leaders are providing exceptional support to their staff within their respective units, however, fostering whakawhanaungatanga between units and school-wide, was highlighted as an area for improvement.

The board discussed the report and agreed further investigation into the Hauora Committee’s suggestions by the Executive and Strategic Leadership Teams.

[Action: Executive and Strategic Leadership Teams report progress at August meeting and decisions at September meeting.](#)

Annual plan implementation update

R. Winder talked to the report providing an update on progress to date for Goal 1, and the curriculum team received recognition for their efforts in relation to this. The board discussed the progress, plans, and timeframes provided for Goal 2. The board agreed the August meeting could include visits to both Auckland Central and Auckland West Units with the view of capturing stakeholder feedback.

[Action: R Winder unit visits suitability/planning for next meeting.](#)

Strategic alignment with Ako Whakatere and consultation

Covered in discussions around Annual Plan.

Curriculum/NCEA - Update of plan development for improved participation and learning outcomes for Māori/Pasifika.

The Board was informed that we are collaborating with Te Amokura and engaging in discussions with teams across the region. A. Honey advised the Board a proposal is now prepared for presentation to the SLT, with the aim to simplify processes, allowing eTap to incorporate necessary features for easy access to information.

Policy assurance - School Docs

T. Grieve presented a proposal, including costs and time frames of implementation, to the Board.

Move that the Board implement School Docs Policy and Procedures and the financial cost of implementing this.

Moved: J. O’Leary, Seconded: S. Willis-Baker. All in favour.

Capital Surplus

The Board discussed the Capital Works document 2024, incorporating ideas related to property, staffing, student support, professional learning and research, with the view to enhance student outcomes across the school. (Refer Appendix A).

The Board take a short break at 11.15am and return to discussions at 11.28am.

The Board made the following resolutions in relation to capital surplus expenditure.

The Board move that the school will proactively investigate property solutions where there is student need.

Moved: J. Huston, Seconded: R. Winder. All in favour.

The Board move to increase the current budget teacher staffing line by \$200,000 for 2024.

Moved: R. Winder, Seconded: J. Huston. All in favour.

The Board move to overspending of the current EOTC budget for 2024 to meet the cost of new initiatives.

Moved: G. Kelly, Seconded: R. Winder. All in favour.

The Board move to create a student community connection budget line of \$20,000 for the remainder of 2024.

[Action: Strategic Leadership Team](#)

Moved: G. Kelly, Seconded: R. Winder. All in favour.

Policies

Online Safety - accepted

Moved: R. Winder, Seconded: S. Willis-Baker. All in favour.

Fixed Asset Policy

Move that the Board agree to amend the estimated useful life of Computers to 3–4 years.

Moved: R. Winder, Seconded: J. O’Leary. All in favour.

Draft Timetable Policy

The board was informed that the new policy has undergone consultation.

The Board move to accept the draft Timetable Policy for implementation.

Moved: R. Winder, Seconded: J. O’Leary. All in favour.

Policies for review in October

Privacy - S. Willis-Baker/R. Winder

Tiriti o Waitangi - G. Kelly/J. O’Leary

General Business

The Board were advised there is processes in place to ensure teacher registrations remain current.

The Board move to approve an extra \$5,000 to the budget for two further staff members to attend the HELP conference in August 2024.

Moved: J. Huston, Seconded: J. O’Leary. All in favour.

The Board move to enter public exclusion at 12.30pm and S. Harrod, A. Honey, B. Ratcliff leave the meeting.

Moved: S. Willis-Baker, Seconded: J. O’Leary. All in favour.

The Board move out of public exclusion at 1.13pm and S. Harrod, A. Honey, T. Grieve and R. Winder return to the meeting.

Te Awa Unit Contract Renewal

R. Winder updated the Board on the Te Awa Unit Contract.

The Board has resolved it may not be able to continue operating the unit beyond 31 December 2024.

Fulfilling its good employer obligations the Board will consult with staff in the Unit around other options and if necessary, negotiate an exit plan and pro-actively pursue recompense from the Ministry of Education for actual and reasonable unfunded costs, including any redundancy payments, incurred whilst continuing to operate the unit during the period 1 July to 31 December 2024.

Moved: J. Huston, Seconded: R. Winder. All in favour.

Karakia; end of meeting G. Kelly

Meeting closed at 1.18pm

Next meeting 15 August 2024