



Glenfield Primary School Board

Minutes of the Meeting
Tuesday, 8 April 2025 at 5:30pm

Present	Kat Porter Rick Gurnell Yoyo Fu Chris Marshall Sarah Goforth Fiona Smith Sumudu Thode Donovan Smith Kyla Plant Kim Collins	Principal Board Member (Presiding Member) Board Member Board Member Board Member Board Member Board Member Board Member Board Member (Secretary)
Apologies		
In Attendance	Presenting: Tamlyn Bryington (Team Leader), Steve Waters (Yellowstone) Attending: Sarah Fleming (NZSBA), Grazyna (parent)	

1-2	Opening and Apologies		
	The Presiding Member welcomed everyone to the meeting and we opened with a karakia.		
3.	Expert Presentations		
	<p>Steve joined us via google meet to answer any questions pertaining to property upgrades and planned projects.</p> <ul style="list-style-type: none"> no new 5YA till 26/27 <ul style="list-style-type: none"> - P1 anything that might close the school - P2 storm water, drainage leaky windows etc - P3 classrooms - P4 nice projects (staffroom etc) Pool <ul style="list-style-type: none"> - 4 or 5 years ago the Board spent quite a bit of money fixing the pool up. - average cost to demolition a pool \$25000 Windows <ul style="list-style-type: none"> - are leaking so they are due, solution - aluminium joinery - \$410,000 potential next 5YA won't be enough will need supplementary funding Retaining wall <ul style="list-style-type: none"> - Wasn't installed properly - \$65,000 - \$75,000 to fix, MoE to fund this. <p>Tamlyn joined us in person and presented key features of our Junior School curriculum.</p> <ul style="list-style-type: none"> Beginning to build stronger connections with local community Revamped school pamphlet promoting our school 		

	<ul style="list-style-type: none"> All early information for new entrants now on the school site that is sent out to prospective parents Wa Rapu programme <p>Donovan - up date on PD for teachers - BSLA, Maths no Problems</p> <p>Rick thanked them for their time and presentation.</p>		
4.	Administration		
	<p>Conflicts of interest to note</p> <p>The Maori whanau have nominated and voted for Kyla Plant to represent them.</p> <p>Resolution The Board moved to co-opt Kyla Plant onto the school board.</p> <p>Sarah from NZSBA to remain after public matters, while in committee to support the Boards professional growth.</p> <p>Rick thanked Sumudu for stepping in while he was away.</p>	<p><i>Noted</i></p> <p><i>Moved: Rick Carried: Kat</i></p> <p><i>Moved: Rick Carried: Kat</i></p>	
5.	Approval of Previous Minutes		
	<p>Minutes of the meeting held in February 2025 were approved.</p> <p>Minutes of the In-Committee minutes for February were approved.</p> <p>There were no Matters Arising from previous meeting</p> <p>Review of Actions</p> <ul style="list-style-type: none"> Gifting Policy - hold this over to next month Staff Study Grant - Kats examples were discussed..... <ul style="list-style-type: none"> timeframes 2 intakes a year, providing applications that allow for 4-6 month processing time. Suggestion - developing a contested PD fund Process still starts with the Principal Maximum amount available discussed nuances that need to be considered when developing the policy 	<p><i>Moved: Rick Carried: Sumudu</i></p> <p><i>Moved: Fiona Carried: Chris</i></p>	
6.	Principal's Report		
	<p>The report was tabled and discussed.</p> <ul style="list-style-type: none"> Improved attendance - exciting curriculum, nice teachers, feeling welcome, safe and feeding those who need it need the correct link for Health and Safety Hero - reduced notifications to avoid death by notification Teachers/Teams - send out 1 notice per fortnight, school newsletter opposite fortnight Finance - discussed the pool and weighed the options. Possibility of sending out a community survey. Around Term 4 is when we may revisit this. There is currently no money in the budget to go either way. 	<p><i>That the report be received.</i></p> <p><i>Moved: Yoyo Carried: Chris</i></p>	
7.	BOT Workplan / Discussions (emergent)		
	<p>Delivery of Policies</p> <ul style="list-style-type: none"> The Board will review the Term 1 policies and bring any queries to the April meeting - no issues raised. 		
8.	Information / Risk		
	<p>The Financial Reports were approved - see above - tabled and discussed.</p>	<p><i>That the following</i></p>	

	<p>Property - See principals Report / Verbal update from Steve - Yellowstone</p> <p>The Health & Safety Report was tabled and discussed.</p> <p>Personnel (in committee)</p> <p>Correspondence Register (in committee).</p>	<p><i>reports/correspondence be received.</i></p> <p><i>Moved: Kat</i> <i>Carried: Rick</i></p>	
9.	In Committee		
	<p>The Board went into committee at 7.08pm.</p> <ul style="list-style-type: none"> - protecting the privacy of people as natural persons <p>The Board came out of committee at 7.33pm.</p>	<p><i>Moved: Rick</i> <i>Carried: Sarah</i></p>	
10.	Additional Business		
	None.		
11.	Discussions and Meeting Closure		
	<p>Confirmation of Actions</p> <ul style="list-style-type: none"> • Board discussions (actions listed below) • Board resolutions for current meeting. <p>Confirm date of next meeting</p> <ul style="list-style-type: none"> • 2025 Board schedule 		

	There being no other business, the meeting closed at 7.39pm with a karakia.	
	Next meeting: 13 May 2025 at 5:30pm	

Rick Gurnell Presiding Member		Kim Collins Board Secretary
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