



Te Kura Kaupapa Māori o Pukemiro

Te Taumata Kura o Pukemiro - Monthly Meeting 19th Hereturikōkā (August) 2021

UNCONFIRMED MINUTES

BOARD MEETING					
Note: Moved: Trustee moving the motion Agreed: The motion was unanimously voted in agreement Carried: The motion was carried by a majority vote					
Date:	19/08/21	Location:	Zoom - Online COVID	Time:	10:05am
Karakia:	Lisa McNab				
Whakataua:	Lisa McNab				
Present:	<i>Fiona McGrath, Lisa McNab, Hailey Tobin, Raukura McNab, Hone Popata, Mārie Marsden (Secretary)</i>				
Apologies:	<i>Rob Herewini, Sarah Murray, Mereraina Piripi</i>				
1. ADMINISTRATION:					
1.1 Quorum present. Have noted present members above					
1.2 Apologies acknowledged above					
<i>Moved:</i> <i>Seconded:</i> <i>CARRIED</i>					
1.3 Declarations of interest – Hone Popata - Te Kofiu Letter - Wikatana Popata being his younger brother					
2. STRATEGIC DECISIONS:					
2.1 Deb Nathan - ERO Prep - They have requested that the Kura have a whānau assurance statement (Comprehensive document applicable to "Te Aho Matua"). Discussion to move to next face to face					
<i>Moved:</i> <i>Seconded:</i> <i>CARRIED</i>					
2.2 Auditors Requirements - Policies to be adopted, signed and sent to Auditors					
<i>Motion:</i> <i>Moved:</i> <i>Seconded:</i> <i>CARRIED</i>					
i. MONITORING:					
3.1 Data Analysis – August Tumuaki Report - to be tabled at next face to face hui					
<i>Motion:</i> <i>Moved:</i> <i>Seconded:</i> <i>CARRIED</i>					
3.2 Finance & Audit Report to be tabled at next face to face hui					
<i>Motion:</i> <i>Moved:</i> <i>Seconded:</i> <i>CARRIED</i>					
3. STRATEGIC DISCUSSIONS					
4.1 Financial Policies - Entertainment Policy, Cash Management Policy, Delegations and Committee Principles, Asset Management Policy, Theft and Fraud Prevention Policy, Sensitive Expenditure Policy required signed copies for the Auditor.					

- **Sensitive Expenditure Policy** - Auditors have requested a signed copy. Teachers must account for every receipt made from Fundraising

Motion: Move that we can re-adopt the Sensitive Expenditure Policy - Keeps the Board safe with managing expenses

Moved: Fiona. McGrath

Seconded: Hailey. Tobin

CARRIED

4.2 Protected Disclosures Policy to be tabled at next face to face board hui

Motion:

Moved:

Seconded:

CARRIED

4. AGENDA ITEMS FOR NEXT MEETING:

5.1 Sign off SUE reports

5.2 EEO policy report

5.3 Management unit report

5.4 Use of physical restraint report (as/when required)

5.5 Hazard management report (termly)

Moved:

Seconded:

CARRIED

5. ADMINISTRATION:

6.1 Confirmation of minutes - to be confirmed at next face to face board hui.

Motion: That the previous Board minutes be accepted as true and correct

Moved:

Seconded:

CARRIED

6.2 Matters Arising/Actions

Motion:

Moved:

Seconded:

CARRIED

6.3 Correspondence – Maternity Leave, Te Kotiu, Resignations

- Te Kotiu - Tumuaki of TKKM Kura - Asking for a koha of \$742.50 for Tututarakihi expenses

Fiona - Recommendation- That she will ratify at next Board Meeting

Motion: Fiona wanting to give \$2,000 from TKKM O Pukemiro to Tututarakihi to help with Kura expenses

Moved:

Seconded:

CARRIED

6. IN-COMMITTEE:

Motion: That the Board move in to in-committee at 10:16am

Motion: That the Board move out of in-committee 10:44am

7. HUI CLOSURE:

8.1 Comments on hui procedures and outcomes

8.2 Preparation for next hui

- Minutes and matters from 19 August to be tabled at 15 September face to face hui

Karakia mutunga:

Hone. Popata

**Hui
Finished:**

11:07am

Next Meeting:

Wednesday September 15, 2021 - Pātito at 4:30pm

Chairperson:

Lisa McNab

Date:

Signed:

