Proprietors Meeting Minutes
Monday 21 October 2024 from 8:38 pm to 9:28 pm

Present: Byron Lynds (Presiding member, via Zoom), Stacey Newlands (Deputy Presiding Member), Ava Szabo (Principal), Rod Webster (via Zoom), Jenny Jellicoe (via zoom), Anna McLean (staff representative), Rachel Visser (student representative), Hayley Luan (minutes)

Apologies: Lillian Pak, Anahera Brown, Juliette George (staff representative)

Declaration of Interests

Byron is a member of the Trust.

Acceptance of Previous Minutes

Motion: The minutes of the last Proprietors' meeting held on Monday 16th September 2024 were accepted as a true and accurate record.

Moved by Anna; Seconded by Jenny; All in favour motion carried

Matters Arising

There were no matters arising.

Property Committee Updates

The Property Committee has not met since the last Council meeting. Ava noted the property committee has received 2 tenders for the 6-9 toilet refurbishment and will make a decision at the upcoming meeting on 30th October 2024.

Preschool Collective Agreement Negotiation

In-committee Meeting from 8:40 pm to 9 pm

Motion: That the public be excluded from the following part/s of the proceedings of this meeting namely for agenda items under In-Committee. Minutes are kept in the PEB minute book.

The meeting reopened at 9 pm.

Constitution Updates

Stacey noted the draft constitution has been reviewed by Minter Ellison and is waiting to be endorsed by the Board before being presented at the 2025 AGM. The Council will be able to re-register as an Incorporated Society once the constitution is approved at the AGM, which complies with the latest updated Incorporated Society Act 2022.

The draft constitution contains the sub-committee's questions and the lawyer's answers. Anna noted that it is stated in the draft constitution that the Preschool DP represents the school's special character on the Board, however, the Preschool DP is remunerated by the Council. Is there a conflict of interest here? The lawyer noted on the draft constitution that there is no conflict of interest as the DP being remunerated is not "interested" just because they are remunerated and this is according to the Act. Question raised if there is another way to represent the school's special character. The Preschool DP is automatically a Council staff representative as stated in the Preschool DP job description, whereas clause 22.4 states that the Council staff representative is an elective position. Stacey will take the question to the lawyer and come back with an answer to seek endorsement at the November meeting.

Council Financials

Hayley presented the financial updates.

The Trust donation of $49k has been processed for Montessori training/material and extra spending on playgroup refurbishment. The term deposit will mature in November and the interest will also flow into the Council's account. The current forecast is $70k

which includes the new dishwasher and oven for the Preschool kitchen. There has been a large amount of money spent on major maintenance and the majority of items are paid from the P1 account which is included in the Council account.

The Trust donations have been broken down according to age levels. The Tawhai class donation collection rate is much lower than other classes. Ava will have a closer look at the numbers and report back to the Board at the November meeting.

Motion: That the October Council financial report be accepted.

Moved by Byron; Seconded by Rod; All in favour motion carried

Proposed Meeting Dates for 2025

Rachel put in her apologies for the Board meeting in November as she has an exam.

Motion: The proposed meeting dates for 2025 are accepted subject to Ava confirming the date when she has to submit reports to the MoE.

Moved by Jenny; Seconded by Rod; All in favour motion carried

Administration

Correspondence

The correspondence was noted.

Risk Register

Nothing to discuss.

Agenda Items Next Meeting

- Draft Constitution
- Preschool CA sub-committee update

The meeting closed at 9: 28 pm

The next Proprietors' meeting is scheduled for Monday 18th November 2024 in the Tawari classroom at the High School.

Signed Presiding Member, Wā Ora Montessori School

Stacey Newlands
Deputy Presiding Member

Date 18/11/24

Action	Personnel	Due

Stacey to take the question regarding preschool DP being a Council member and come back with an answer to seek endorsement at the November meeting	Stacey	Before the next meeting on 18th November 2024
Ava to look into the Tawhai donation figures to find out why the collection rate is lower than other classes	Ava	Before the next meeting on 18th November 2024

2024 Council/BOT Meetings

7.00pm at Wā Ora Montessori School – Tawari Classroom

January – No meeting
Monday 19th February 2024 (Week 4, Term 1)
Monday 18th March 2024 (Week 8, Term 1)
April – PD Session - TBC
Monday 20th May 2024 (Week 4, Term 2)
Monday 17th June 2024 (Week 8, Term 2)
July – PD Session – TBC
Monday 19th August 2024 (Week 5, Term 3)
Monday 16th September 2024 (Week 9, Term 3)
Monday 21st October 2024 (Week 2, Term 4)
Monday 18th November 2024 (Week 6, Term 4)