

## PPA Term 4 Hui/Meeting

### Rārangi take/Agenda me/and Meneti Hui/Minutes

**Teiti/Date:** 7:45am - 8:45am Thursday 19 October 2023

**Hingonga/Venue:** Columbus Cafe inside of Mitre 10 Gr South Rd, Takanini at 7:45 am



Sponsored By

**class\***



Visit the Sponsor's website: <https://class.net.nz/>

Please drag your name from the Aroha mai/Apologies section to the Rarangi tae/Attendance section if you are able to attend. Please pre-order your breakfast if you are able to make the hui.

[Pre-order Brekkie.docx](#)

<b>Rārangi tae</b> Confirm Attendance	Derek - Pap Normal	Robyn Malcolm - Drury	Brigid - Ardmore	Audrey - St Mary's
	Simon - PHS	Lujoe - Kererū	Jade- Opaheke	Bevan -WPS
	Dauida -RHC	Bec - Papakura Int	Peta - Holy Trinity	Maria - Rosehill Int
	Raina- Edmund Hillary		Delene - Te Hihi	
	Thank you, 14 tumuaki present at the breakfast hui.			
<b>Aroha mai</b> Apologies	Lisa - Ngākōroa (at another meeting)	Michelle - Mangapikopiko (teaching)	Matt - Kauri Flats (PLG meeting)	Heather - Kelvin Rd (travels from Thames)
	Raj Dullabh Conifer Grove (PLG)	Margaret - Takānini (something came up)	Edeh -Clevedon	Charlotte - Red Hill
	Lisa - Pap Central (worked on the PM hui)	Anna - Karaka (worked on the PM hui)	Tania - Ramarama	Carly - Hingaia
	Gill - Rosehill School			
<b>Manuhiri</b> Visitors	Suzanne Roxburgh-Blair, Auckland Area Manager for <b>class*</b>			
<b>Times</b>	Opened:	7:45am	Closed:	9:00am

Agenda Item	Discussion Points	To be actioned		
Karakia Whakatau Hui	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <b>E ara rā, e ara rā!</b>  <b>E ara rā, e te kōrero,</b>  <b>E ara rā, e te wānanga,</b>  <b>E ara rā, e te whakaaro nui,</b>  <b>E ara rā, e te ngākau whakaiti,</b>  <b>Tūturu whakamaua kia tīna, (tina)</b>  <b>Haumi ē, Hui ē, Tāiki ē.</b> </td> <td style="width: 50%; padding: 5px;">           Arise, arise!            May discussion occur,            May deliberation take place,            May thoughtfulness be present,            May humility come to the fore,            All these things shall come to pass,            Because we all agree in unison.         </td> </tr> </table>	<b>E ara rā, e ara rā!</b> <b>E ara rā, e te kōrero,</b> <b>E ara rā, e te wānanga,</b> <b>E ara rā, e te whakaaro nui,</b> <b>E ara rā, e te ngākau whakaiti,</b> <b>Tūturu whakamaua kia tīna, (tina)</b> <b>Haumi ē, Hui ē, Tāiki ē.</b>	Arise, arise! May discussion occur, May deliberation take place, May thoughtfulness be present, May humility come to the fore, All these things shall come to pass, Because we all agree in unison.	
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Manākitanga and whanaungatanga	Breakfast will be provided by Class* up to \$300 and then the Association will cover the remainder. Cost of hot or cold drinks to be covered by Nga Tumuaiki / Principals			
Welcome & Apologies	<ul style="list-style-type: none"> <li>● As above</li> <li>● Welcome to our Sponsor.</li> <li>● Welcome to Dee - Acting Principal of Te Hihi.</li> </ul>			
Sponsor's Korero	<p>Suzanne Roxburgh-Blair introduced herself and her role within <b>class*</b> Suzanne is there to support you through your procurement process, even right down to colour co-ordination.</p> <p>She showed us the company's new feature on their website called Buddy Budgeter.</p> <ul style="list-style-type: none"> <li>● <b>Buddy Budgeter</b> helps you imagine, plan and budget furniture for new learning and staff spaces quickly and easily. <a href="https://buddybudgeter.net.nz/">https://buddybudgeter.net.nz/</a></li> <li>● Class* have Stocked items ready to go. Currently they can deliver 10 to 12 working days.</li> <li>● The <b>class*</b> catalogue and website are priced delivered</li> <li>● You can order online and create quotes <a href="http://www.class.net.nz">www.class.net.nz</a> . Suzanne can also visit to help plan your spaces.</li> <li>● Class* has been accepted by the Ministry for the <u>All of Governments contract</u>. Derek will send this information out via email.</li> <li>● We also design, and supply custom made items.</li> </ul> <p>If Suzanne can help with any upcoming or future furniture requirements, please do not hesitate to contact her .</p> <p><a href="mailto:suzanne@class.net.nz">suzanne@class.net.nz</a></p> <p>027 365 6004                      FREEPHONE 0800 33 75 74</p>	Derek (Email sent)		

<p><b>NZEI -</b> Provisionally Registered Kaiako (Beginning Teachers) graduation</p>	<p><i>“Thank you for your email with regards to the Papakura Branch graduation ceremony for 2023. Unfortunately we aren't holding one this year as I have no executive members to help me with organising the event. I am hoping that I can get some help this term so that we can organise a graduation ceremony at the beginning of 2024 for those that have graduated this year.”</i></p> <p><b><u>Options:</u></b></p> <ol style="list-style-type: none"> <li>1) We leave it and hope that it will be held in Term 1 of 2024.</li> <li>2) Individual schools organise their own ones.</li> <li>3) As a PPA, we organise it and ask NZEI for financial support.</li> </ol> <p><b><u>Minutes:</u></b></p> <p>There are approximately 15 PCTs who will be ready for full registration at the end of 2023. A discussion was held. It was decided that it is something that we would like to celebrate.</p> <p><b><u>Outcome:</u></b> Simon to approach Papakura Marae to find out if we are able to use their venue and catering for an evening meal/function.</p> <p>Costing will need to be obtained before we go ahead. Scheduled for early December.</p>	<p>Simon</p>
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## PAPAKURA PRINCIPALS' ASSOCIATION

MoE ToD for Curriculum

### Teacher Only Day – Curriculum Development

Kura/School	Date
AGC Strathallan Primary	Unknown
AGC Strathallan Secondary	Not Applicable
Ardmore School	Undecided
Clevedon School	Mon 20 <sup>th</sup> Nov
Conifer Grove School	Fri 8 <sup>th</sup> Dec
Cosgrove School	Unknown
Drury School	Mon 13 <sup>th</sup> Nov
Edmund Hillary School	Fri 24 <sup>th</sup> Nov
Hingaia School	Mon 13 <sup>th</sup> Nov
Holy Trinity	Mon 13 <sup>th</sup> Nov
Karaka School	Fri 24 <sup>th</sup> Nov
Kauri Flats School	Fri 17 <sup>th</sup> Nov
Kelvin Road School	Mon 6 <sup>th</sup> Nov
Kererū Park School	Undecided
Mangapikopiko School	Mon 20 <sup>th</sup> Nov
Ngākōroa School	Mon 13 <sup>th</sup> Nov
Ōpaheke School	Fri 24 <sup>th</sup> Nov
Papakura Central School	Fri 17 <sup>th</sup> Nov
Papakura High School	Not Applicable
Papakura Intermediate	Fri 17 <sup>th</sup> Nov
Papakura Normal School	Fri 24 <sup>th</sup> Nov
Ramarama School	Mon 20 <sup>th</sup> Nov
Redhill School	Unknown
Rosehill College	Not Applicable
Rosehill Intermediate	Tues 24 <sup>th</sup> Oct
Rosehill School	Fri 17 <sup>th</sup> Nov
St Mary's School	Mon 20 <sup>th</sup> Nov
Takānini School	Fri 24 <sup>th</sup> Nov
Te Hihi School	Fri 24 <sup>th</sup> Nov
Waiau Pā	Unknown

Rangatahi Festival

Thanks to all the school organisers who have been great at communicating. A Google sheet went out today so people can communicate their audio requirements. Our sound people have advised it's best to have all the sound pre set up on a laptop so we will be asking for people to send or deliver the music to us in a high quality format prior to the day. Also if audio is required, as a backup, please have it on USB on the day. Unfortunately, our grant application with One Foundation seems to be stuck in the meeting phase and I am yet to have a response from them in regards to the hold up. If we are unable to source funds for the stage would PPA be able to contribute \$3000 towards the cost an increase of \$2500 from the budgeted cost (total cost \$10358).

**MOTION:**

That the PPA fund \$3,000 towards the hire of a stage for the Ragatahi Festival.

Moved by: Bec (Papakura Intermediate)  
 Seconded by: Brigid (Ardmore)  
 In favour: All those present      Against: Nil  
 Abstain: Nil

Bec asked who would be attending the pōwhiri on the Thursday.  
**YES:** Park Estate, Te Hihi and Papakura High

Finance Report  
Michelle.

Financials

All subs have been paid in full by all PPA member schools. There is a \$37,178.59 surplus. Thank you Michelle for looking after the PPA finances.

**Active Vision** to sponsor a breakfast or lunch and to come and kōrero about their products and services.

Statement of income and expenditure Feb 1st - Sept 30th

	\$	Percentage remaining	2023 Budget
Income	\$8,400.00		
Expenditure	\$792.63		
	<u>\$7,607.37</u>		
<b>INCOME</b>			
Administration/General	\$8,400.00	3.45%	\$ 8,700.00
PLD/Conference Fund	\$0.00	100.00%	\$ 18,000.00
Festivals	\$0.00	0.00%	\$ -
PRT	\$0.00	0.00%	\$ -
Sports	\$0.00	0.00%	\$ -
Sponsorship	\$0.00	0.00%	\$ -
<b>Total Income</b>	<b>\$8,400.00</b>	<b>68.54%</b>	<b>\$ 26,700.00</b>
<b>EXPENDITURE</b>			
Administration/General	\$85.94	94.27%	\$ 1,500.00
PLD/Conference Fund	\$0.00	100.00%	\$ 21,000.00
Rangatahi	\$0.00	100.00%	\$ 500.00
Rehu Tai	\$0.00	100.00%	\$ 200.00
Sports	\$0.00	0.00%	\$ -
Venue Hire	\$0.00	0.00%	\$ -
Retiring Principals	\$138.00	72.40%	\$ 500.00
Moot	\$442.70	73.96%	\$ 1,700.00
Hauora	\$125.99	93.70%	\$ 2,000.00
<b>Less expenditure</b>	<b>\$792.63</b>	<b>97.11%</b>	<b>\$ 27,400.00</b>
<b>Net Surplus (-Deficit)</b>	<b>\$7,607.37</b>		<b>-\$ 700.00</b>
Bank Account Balance 30 Sept	<u>\$37,178.59</u>		



	<p><b>Moved by:</b> Derek                      <b>Seconded:</b> Maria  <b>In Favour:</b> All those present      <b>Against:</b> Nil              <b>Abstain:</b> Nil</p> <p>Maria agreed to find out what Kevin might like and then purchase the farewell gift.</p> <p>Gifts for Bevan and Lisa - value was not determined at the meeting.</p> <p><b>Discussion:</b>  A discussion about the appropriateness of an end of year lunch event at which the farewell gifts would be presented was held. All those present checked their diaries and a date was decided upon.</p> <p><b>Decision:</b>  <b>Date:</b> Tuesday 28 November 2023              <b>Time:</b> 12:30  <b>Venue:</b> John Hill Winery</p> <ul style="list-style-type: none"> <li>• Maria offered to make a booking. Perhaps a Christmas set menu.</li> <li>• Maria will also generate and distribute an invitation.</li> <li>• Simon offered to check with Sportclub re sponsorship.</li> </ul>	<p>Maria Simon</p>		
<p>Hauora</p>	<p><b>Professional Coaching and Wellbeing Support Funding</b></p> <p>Have you decided how you will use your fund? Most principals present have decided on how they will spend their \$6k.</p> <p>If attending an overseas conference remember to have your Board approve it.</p> <p>If you are not going to use your \$6k this year, your Board must minute and approve a motion to carry it over into 2024.</p>			
<p>PPA Conference</p>	<p><b>Should we host our own Papakura Principals' Association Conference again? Should we joining forces with the Hunua Principals' Association and host a Conference with them?</b></p> <p>Discussion held. Those present at the meeting agreed that if the PPA conference was linked to the curriculum and/or local history they would be keen. Some ideas were shared.</p> <table border="1" data-bbox="403 1469 1302 1592"> <tr> <td data-bbox="403 1469 852 1592"> <p>Manea Footprints of Kupe Pukekiwiriki (Nagti Tamaoho) Also invite Franklin Principals?</p> </td> <td data-bbox="852 1469 1302 1592"> <p>Learning Network could organise the conference Lasandra Glenbrook School</p> </td> </tr> </table> <p>Approach Learning Network to find out there fee. Approach Lasandra to see if she would be keen to help.</p>	<p>Manea Footprints of Kupe Pukekiwiriki (Nagti Tamaoho) Also invite Franklin Principals?</p>	<p>Learning Network could organise the conference Lasandra Glenbrook School</p>	<p>Derek Simon</p>
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<p>Kāhui Ako Update 1) Raj 2)</p>	<p><b>1) Rosehill Pathway Kāhui Ako</b></p> <ul style="list-style-type: none"> <li>• No report provided</li> </ul> <p><b>2) Papakura Kāhui Ako</b></p> <ul style="list-style-type: none"> <li>• No report provided</li> </ul>			
<p><b>Karakia Whakamutunga</b></p>	<table border="1" data-bbox="536 1939 1163 2074"> <tr> <td data-bbox="536 1939 820 2074"> <p><b>Kia whakairia te tapu Kia wātea ai te ara Kia turuki whakataha ai Haumi e, Hui e, Taiki e</b></p> </td> <td data-bbox="820 1939 1163 2074"> <p>Restrictions are moved aside So the pathway ahead is clear To return to everyday activities.</p> </td> </tr> </table>	<p><b>Kia whakairia te tapu Kia wātea ai te ara Kia turuki whakataha ai Haumi e, Hui e, Taiki e</b></p>	<p>Restrictions are moved aside So the pathway ahead is clear To return to everyday activities.</p>	
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PAPAKURA PRINCIPALS' ASSOCIATION

**Next Hui/Meeting**

**Christmas Lunch Tuesday 28th November 2023 (12:30ish) John Hill Winery  
Look out for an invitation from Maria White**