

**1 July Board of Trustees Agenda/ Meeting Minutes –**

<p><b><u>1. Administration Karakia Mihimihi</u></b> 1.1 Present 1.2 Apologies 1.3 Declaration of interests <a href="http://www.governancepages.org.uk/faq-2/faq-25-32-2/25-conflict-of-interest/">http://www.governancepages.org.uk/faq-2/faq-25-32-2/25-conflict-of-interest/</a></p>	<p>Karakia: Simon Opened: 6.45 pm <b>Apologies:</b> Stephanie Tawha (Principal) Fale Lea'aetalafo'ou (Member) 7.00pm <b>In attendance:</b> Simon Huges (Chairperson), Marisa Maclachlan (Member), Patricia Hepi (Member), Hamish Peart (Member), Rebecca Walker (Staff Representative), Jan Bills (Secretary/DP)</p>
<p><b><u>2. Discussion</u></b> <b><u>2.0 Board discussions</u></b>  Acting Principal Follow-up plan</p>	<p><b>Motion:</b> That Dale Munro is appointed as the Acting Principal <b>Moved:</b> Simon   <b>Seconded:</b> Dale   <b>Motion</b> Passed  Dale to lead a discussion with leadership team to see what will need to change to facilitate the shift. Dale to produce a plan to give direction for this and submit to the board by Friday. Board to consider support Dale will need.</p>
<p><b><u>3. Monitoring</u></b> 3.1 <a href="#">Finance Updates</a>  3.2 Principals Report</p>	<p>Tracking well, Simon to organise a finance within next 2 weeks  Query how is health and safety monitored with contractors on site Everyone signs in through Vistab Trades people will be monitored by Jonathan Avis on site property manager Property Manager Colin Tucker will be responsible for Health and Safety with large contractors who also submit their own plans  Simon to touch base with school team around the supports that are offered from his working organisation in conjunction with SWIS Stephanie assured BOT that paperwork was submitted to the Ministry and due process followed for the Standdown Letter will be sent to families of Rm13 explaining the new appointment position Advertisement sent locally for a 2 term teacher  <b>Motion:</b> That the Principals report be accepted <b>Moved:</b> Simon   <b>Seconded:</b> Rebecca   <b>Motion</b> Passed</p>

3.3 Mid year data	Moved to the next agenda and will be submitted before the meeting for perusal
<b>4 Strategic Discussions</b>	Has been sent to teams and teachers and they have given positive feedback to the document. Will review at end of year.
4.1 Behaviour Plan	Restorative practice is talked about and discussed at team meetings. Circles are integrated into classroom programmes. Staff meetings also have a focus on progressing this professional development. Restorative hui held involving 5 families and this was successful and has enabled moving forward with positive direction.  <b>Motion:</b> That the Behaviour plan be adopted and circulated to the community <b>Moved:</b> Fale   <b>Seconded:</b> Hamish   <b>Motion</b> Passed
<b>5. Identify Agenda Items for Next Meeting</b>	Mid - year datas Budget review - mid year adjustment
<b>6. Administration</b>	<b>Motion:</b> That the minutes from the previous meeting are accepted <b>Moved:</b> Rebecca   <b>Seconded:</b> Patricia   <b>Motion</b> Passed
6.1 Confirmation of minutes Minutes from last meeting	Water Fountains: BOT impressed and appreciative of this initiative Fale to reply asking for follow-up information from correspondents and to meet with the group
6.2 Correspondence <a href="#">Letter</a>	Language weeks: BOT to respond to this and endorse this initiative  Simon to respond to the letter offering \$5,000 for STEM equipment
<b>Community Engagement</b> Facebook Page	School to attach BOT page to school page - Marisa and Fale are admin for Mangere Bridge School Board page Communication can also be sent through Seesaw accounts
<b>7. In Committee -</b>	
<b>8. Meeting Closure</b> 8.1 Comments on meeting procedures and outcomes	meeting closed 8.15 pm