

19 october 2021 Board of Trustees Agenda/ Meeting Minutes – Zoom

1. Administration Karakia Mihimihi

1.1 Present

1.2 Apologies

1.3 Declaration of interests

<http://www.governancepages.org.uk/faq-2/faq-25-32-2/25-conflict-of-interest/>

Karakia: Fale

Apologies:

In attendance: Simon Hughes (Chairperson), Marisa Maclachlan (Member), Fale Lea'aetalafo'ou (Member), Patricia Hepi (Member), Hamish Peart (Member), Dale Munro (Acting Principal), Rebecca Walker (Staff Representative), Jan Bills (Secretary/DP)

2. Discussion

2.0 Board discussions

2.1 COVID responses

- Clear communications have been sent to whanau
- Alert L3 for 7 weeks + 2 weeks holidays, 2 more weeks to unfold in T4
- Maintaining distance learning for next 2 weeks
- Learning packs have been requested and will be couriered out when they arrive - some families have moved and will need to be traced
- Currently operating 2 in school bubbles, a third bubble will open Tuesday after Labour day - bubbles are capped at 10 tamariki, 1 teacher, 1 teacher aide, each bubble has a back up teacher should one fall sick
- Vaccination register google form has been sent to staff 8 have yet to complete it, mandatory testing before coming back on site is for L3 teachers returning only
- Testing every 7 days for teachers not vaccinated recorded on the form for L3
- All teachers to be fully vaccinated by January 2022
- Discussion re promoting vaccination for wider school community
- Possibility discussed re sending a form to community to see if any questions and offering a zoom with doctors from school community. Following discussion Marisa to consider ideas around messaging to community on behalf of the BOT and to email BOT with message ideas
- Currently no Level 2 guidance from the Ministry
- Marisa requested the NZ Bulletin be sent to the BOT

<p>2.2 Strategic Planning for 2022</p> <p>2.3 International Language week</p>	<p>Motion: Moved: Seconded: Motion Passed</p> <ul style="list-style-type: none"> ● Annual plan needs to be reviewed ● Current 3 year strategic plan needs to be reviewed by BOT and developed for 2022-2024 ● Option to access a facilitator to work with creating a 3 year plan - Simon has suggested discussing this with Colin Dale <p>Motion: That Simon and Dale work to source an external facilitator to work with the 3 Year Strategic plan and put a proposal to the BOT Moved: Hamish Seconded: Marisa Motion Passed</p> <p>Currently booked for Week 6</p>
<p><u>3. Monitoring</u></p> <p>3.1 Finance update from finance committee</p> <p>Finance Updates</p> <p>3.2 Principals Report - <i>move to Nov hui</i></p>	<p>Board to invite Kirsten to the next Finance Committee meeting - this meeting will be open to any BOT members who would like to attend</p> <p>Motion: That the Finance report be accepted Moved: Simon Seconded: Hamish Motion Passed</p> <p>Motion: That the Principals report be accepted Moved: Seconded: Motion Passed</p>
<p><u>4 Strategic Discussions</u></p>	<p>Motion:</p>

4.1 Behaviour Plan - <i>move to Nov hui</i>	Moved: Seconded: Motion Passed
<u>5. Identify Agenda Items for Next Meeting</u>	
<u>6. Administration</u> 6.1 Confirmation of minutes Minutes from last meeting - <i>move to Nov hui</i> 6.2 Correspondence	Motion: Moved: Seconded: Motion Passed
7. In Committee -	8.00 pm - 8.05pm
8. Meeting Closure 8.1 Comments on meeting procedures and outcomes	Meeting closed 8.10 pm