

4 August 2022 Board of Trustees Agenda/ Meeting Minutes –

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:

Apologies:

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

2. Discussion

2.0 Board discussions

2.1 - Consider review of mask policy

Check to see that the policy follows closely the wording of the MOE bulletin and ensure it is appropriate to COVID. Have regular risk assessment to ensure our tamariki are safe.

In the first instance the BOT will follow the health advice put out by the MOE but may implement additional measures as needed based on our risk assessments

2.2 - Principal appraisal proposal

David Ellory from Education Group has been approached for this - process and agreement for this will be sent through to and signed by BOT Chair.

Motion: That David Ellory be appointed as appraiser for Bernice Mata'utia pending review of contract

Moved: Hamish | **Seconded:** Fale | **Motion** Passed

2.3 - Principal Wellbeing Fund Proposal

Discussed in Committee

2.4- Funding Applications (Marisa)

School to liaise with Marisa when needing funding and she will organise the appropriate funding

3. Monitoring

3.1 [Finance Updates](#)

Motion: That the Finance report be accepted

Moved: Simon | **Seconded:** Rebecca | **Motion** Passed

3.2 [Principals Report](#)

Bernice will follow up the asbestos with Colin Tucker
The pool is currently usable and BOT would like to have further discussion around the pool and what this may entail re the annual running costs to support having this resource in the school. Possibly now the playground is reaching completion this could entail fundraising for the PTA.
Health and Safety statement for the school - important to put this out to the community and ask for feedback. This statement can be broad and ties to our vision and values. The purpose of this statement is that our school is delivering the Health curriculum.
Possible consultation with the community re the Health Curriculum - an FAQ to the community.
Sexuality and Relationships part of the curriculum still needs to have community consultation - BOT needs to read this to be prepared for this.
Bernice and Hamish to approach MOE for extension on community consultation re Sexuality and Relationships
Sub- group to work on this Fale, Bernice, Marisa, (Hamish)

Motion: That the Principals report be accepted
Moved:Fale | Seconded:Rebecca | Motion Passed

3.3 -[2021 Audit - Draft Report](#)

Motion: That the Audit Draft Report be accepted as the final report
Moved: Simon | **Seconded:** Fale | **Motion** Passed

4 Strategic Discussions

4.1 Student Achievement Data

Shared by Dale DP, first run through of the data which will then be shared with the staff for feedback and next steps
Query from the BOT re sharing the data more broadly with the community - sensitive to the changes that have happened across the years in the context of Covid/illness, attendance, to show where we are and the pathway forward.
There maybe an opportunity now there are less covid restrictions to open up home school partnership evenings to help illustrate ways that whanau can work with supporting their tamariki. Simplifying/summarising the data to share with whanau to show less micro and broader illustration of where we are at. Currently the Kahui Ako is growing their own knowledge of using pact and cross schools moderation will be coming and BOT advocate taking advantage of this as we can.
Will be good to hear a revisiting of the data with the feedback from the staff - celebrate the small shifts!

4.2 School Roll - forecasts and FTE	Will resolve this when the letter of proposal is returned from MOE
5. Health & Safety	Linked in the Principals report
6. Community Engagement	
6.1 Election Updates	BOT can be informed of the number of nominations that are coming through - currently 1 has been submitted
6. Administration	
6.1 Confirmation of minutes Minutes from last meeting	Motion: That the minutes from the previous meeting be passed Moved: Rebecca Seconded: Patricia Motion Passed
6.2 Correspondence <ul style="list-style-type: none"> NZSTAR BOT conference 	Will be held in Christchurch this year - early bird is currently open and flights/accommodation will need to be booked
7. In Committee -	8.25pm In Committee 8.55pm Out of Committee
8. Meeting Closure	Meeting closed 9.25 pm
8.1 Comments on meeting procedures and outcomes	
	To Do actions:
8.2 Preparation for next meeting	<input type="checkbox"/> Sexuality and Relationships - BOT needs to read this <input type="checkbox"/> Bernice and Hamish to approach MOE for extension on community consultation re Sexuality and Relationships <input type="checkbox"/> Sub- group to work on Sexuality and Relationships consultation this Fall, Bernice, Marisa, (Hamish) <input type="checkbox"/> Bernice will follow up the asbestos with Colin Tucker