

# Ao Tawhiti Unlimited Discovery

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## Ao Tawhiti Unlimited Discovery Board of Trustees Meeting 23<sup>rd</sup> May 2016 at Unlimited Campus

### MINUTES

### ACTION LIST

Meeting opened at 5.30 pm

1. **Present:** Belinda Nicholls (outgoing chair), Andrew Dean, John Schischka, Evan Kidd, Kay Hayes, Steven Mustor (Director), Susan Keys (Incoming Chair), Patrice LeSueur, Tim McKay.

#### Apologies:

**In Attendance:** Jonelle Matthews (Secretary), Karla Paul, Maddison Tumatoara.

#### Agenda:

#### Register of Interests:

**Confirmation of Previous Meeting:** Belinda

#### Previous Meeting Action Points:

- **Student Trustee Report- *In Progress***-Student Forum Plan is underway to provide student voice for all the school. This will be run by a couple of students on a 3 weekly rotation. The first week is where the students will present. The second week is where resources are gathered to provide outcomes for the students and the third week is to provide evaluation. **Patrice**
- **Student Innovation Fund- *In Progress***-There needs to be a presentation to the whole school very soon, so that all students are aware of the fund. **Patrice**
- **Whanau Trustee- *In progress***- We have Karla Paul and Maddison Tumatoara visiting with us tonight from the Whanau group. The Whanau group will put forward a name for Co-Option soon. **Bee**
- **Community Agreement- *In Progress*** **Steven**
- **Health and Safety Legislation- *In Progress***
  - Policy Review June **Suze**
  - Insurance Assurance **Bee**
  - SLT thought on Policy **Steven**

#### Correspondence on Basecamp:

#### Taken as read.

- STA news March 2016 Issue 261
- Health and Safety at work act 2015-booklet.
- Health and Safety at work act-cover letter.
- Application letter for NZSTA Annual General Meeting
- Professional Development for Chair- course receipt.
- Professional Development for Chair flight receipt
- Education Gazette 26th April 2016
- NZSTA conference sponsorship
- STA news April 2016 Issue 262

- Tuketuku Korero 9th May Volume 95
- Sign it flyer
- Ao Tawhiti Unlimited Discovery Mail - MEDIA QUERY/ Ao Tawhiti
- Ao Tawhiti Unlimited Discovery Mail - Sports uniforms
- EOTC preliminary approval
- IN-COMMITTEE minutes folder

## 2. Presentations:

## 3. Monitoring Reporting:

- **Directors Report:**
  - **Maori Achievement Data** – Community Leaders have gone through a process to identify all Maori Students in our school. LAs have given an overall judgment of where they think the students are in relation to achieving their personal goals, and whether they thought the students were at risk of not achieving or not attending. Staff have identified some specific ways in which to engage students, such as developing relationships. The Data is attached. The staff will do this across for all at risk students across the school. **Steven**
  - **Finance**- A finance committee needs to be adopted tonight, and a meeting held promptly. There was no finance meeting in April. The term deposits that we have currently invested are not meeting our needs. They need to be reassigned. John Hooper is asking for us to apply to the Ministry for extra funding to cover the extra costs that are incurred through operating on 2 sites. **Steven**
  - **Property Health and Safety**- Nothing to Report.
  - **Charter/ Policy Review Report**- Director has a draft Child Protection Policy to be adopted. It will go on Basecamp for the board to adopt by the 30<sup>th</sup> May 2016; it will then go onto the Policy review schedule. **Steven**
  - **Comms and Engagement**- Nothing to report.

## 4. Discussion

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## 5. Identify Agenda Items for Next Meeting

- Support of Innovation & of our future vision of the special character.
- EDI Spending- 3 year plan.
- What does success and achievement look like for our students?
- How do we support our students to follow their passions and interests
- The Board as an employer
- Overall school culture in relation to the treaty of Waitangi.
- EOTC- for June meeting.
- Adoption of Gov. folder Code of conduct, Meeting process, meeting fees. June Meeting.

## 6. General Business

- **Board Chair elected**- Susan Keys has been duly elected as the Ao Tawhiti

Unlimited Discovery Board Chair.

- **Welcome to the new Board-** New Board were welcomed and discussions around board roles and responsibilities were had, outgoing chair gave a general overview of the Governance folder.
- **PD-** there is various NZSTA Professional Developments coming up soon. Board members will have a look at the website and book in.
- **Governance folder adoption-** Code of Conduct, Meeting process, meeting fees, will go onto Basecamp for adoption at next meeting.
- **NZSTA conference 15-16<sup>th</sup> July-** Bee and John would like to attend, they will availability of dates.
- **Disciplinary Committee-** Chair put forward that all board members can be a part of the Disciplinary Committee. Carried, Full agreement.
- **Finance Committee-** Chair put forward Evan Kidd, John Schischka to be on the finance committee. Carried, Full agreement

## 7. **Board Communication**

Three Key Messages

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## 8. **Meeting closure:** 8.40pm

**Evaluation:**

**Preparation for Next Meeting:**

## 9. **Approved:**