

MINUTES of the meeting of the Board of Trustees

5:30 pm 5 November 2019 at school

Meeting opens 5:30pm

1. ADMINISTRATION

1.1. Welcome Whakataukī

Present Andrew Dean, Karen Grant, Oscar Henderson-Walshe, Evan Kidd (Chair), Sarah Marshall, Steven Mustor (Director), Tim McKay, Danette Wereta.

1.2. In attendance Jacinta Buist (Board Secretary) George Henderson-Walshe, Damien Kell-Smith

1.3. Apologies Moana Barr, Matthew Parrett.

1.4. Registration of interest No registrations of interest to declare.

1.5. Confirmation of the consent agenda

1.5.1. **Previous minutes** 24 September 2019 – *circulated with the agenda*

1.5.2. **Correspondence** – *circulated with the agenda*

1.5.3. **Finance report** – *circulated with the agenda in committee*

The operating expenditure is normal and within the expected range for this time of the year apart from property costs. The property funding has not been confirmed and the school is having ongoing discussions with the Ministry of Education.

1.5.4. **Health and safety report** (Staff Trustee) – *circulated with the agenda in committee*

1.5.5. **Student trustee report** – *circulated with the agenda*

1.5.6. **EOTC trips** – *circulated with the agenda*

1.5.7. **Director's report** – *2 circulated with the agenda and 2 presentations tabled at the meeting*

The Director spoke to the report and shared a presentation given at the staff meeting on how 2020 will look in terms of staffing, leadership, timetable, start of the year, timing of IEMs (Individual Education Meetings) plus term dates for 2020. The emphasis from 2020 onwards is the thirteen-year journey for families. Now that the school is on one site this vision can be operationalised and the board has always supported additional staffing to support the special character.

Positions currently being advertised for 2020 are:

- Learning Advisor Years 7 to 13, 2 vacancies full-time
- Learning Advisor Years 7 to 13, part-time 0.8, fixed-term for 2020
- Learning Advisor Years 1 to 6, 2 vacancies
- Community Leader Years 7 to 13, 2 management units, 2 management allowances
- Senior Leader Years 1 to 13, 6 management units

The Director responded to questions from board members on the presentation and the possible need to be creative to run senior subject classes with very small numbers participating.

MOTION Chair

The consent agenda of the Board of Trustees having been circulated, be approved as true and correct.

Carried

2. **PRESENTATION** - no other presentations this meeting.

3. **DISCUSSION**

3.1. **Policy Review- Tri-annual plan** (Chair) – *circulated with the agenda in committee*

ACTION Add timelines and responsibilities to tri-annual plan for next meeting - **Chair and Director**

3.2. **After-hours facilities usage** (Andrew, Moana, Matthew) - *defer to next meeting*

ACTION Co-ordinate and meet with board members and the technology Learning Advisor. Submit a report at the next meeting including the pros, cons, risks and priorities for after-hours usage. - **Director**

3.3. **Charter Review /Update- Community engagement in this process** (Chair)

The four senior leader positions with responsibilities for teaching, relationships, behaviours and leading may align with the four goals of the new charter. The most successful charter consultations done in the past have included board members phoning a random selection of families for a conversation.

BRING UP Confirm engagement organisation and timetable at the next meeting. - **Chair**

3.4 **Ministry of Education donation scheme - opting in** (Chair)

At the last meeting, the board agreed to opt in to the donation scheme.

ACTION Confirm that the opt in documentation has been sent to the Ministry of Education
- **Chair and Director**

4. **IN COMMITTEE - PUBLIC EXCLUDED**

MOTION Chair

The meeting moves into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons. Items to be discussed include students, personnel, finance and property.

Carried

MOTION Chair

The meeting resume in Public Excluded Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Carried

5. **BOARD COMMUNICATION**

Charter consultation, Ministry of Education donation scheme, staffing and roll growth.

6. **2019 MEETING DATES (Tuesdays 5:30pm)**

Term 4: Week 10 - 10 December

Meeting closes 8:15pm

Approved



Name **Evan Kidd**

Date **10 December 2019**