

KAUPAPA (MINUTES) of the meeting of the Board of Trustees

5:30 pm 17 August 2021 at school

(Ended early due to the Prime Ministers COVID-19 Alert Level 4 announcement.)

Karakia and meeting opened 5:30 pm

1. ADMINISTRATION

1.1. **Welcome** Whakataukī

Present Moana Barr, Andrew Dean, Evan Kidd, Karen Grant, Sarah Marshall, Danette Wereta (Chair), Dom Wilson, Anita Yarwood (Director).

1.2. **In attendance** Jacinta Buist (Board Secretary)

1.3. **Apologies** Tim McKay

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

1.5. **Confirmation of the consent agenda**

1.5.1. **Previous minutes**

- Regular meeting 6 July 2021 - *circulated with the agenda*
- Action to do list reviewed

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

1.5.3. **Finance report** - *circulated with the agenda*

1.5.4. **Health and safety minutes** - *tabled and circulated 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** - *circulated with the agenda*

1.5.8. **Fundraising subcommittee report** - *no report this meeting*

1.5.9. **Policy review** - *no policies for review at this meeting*

1.5.10. **Grant resolutions** - *x 6 circulated with the minutes*

- We apply to Te Kāhahu Kahukura for the costs associated with the development of the Climate Action Campus including: Te Matapopere design and landscape fees, beekeeping lessons, water connection, kayak lessons. The amount we seek is \$20,000 excluding GST.
- We apply to the Mainland Foundation for the costs associated with the development of the Climate Action Campus including: water connection and irrigation, chicken coops and chicken fencing, kayaks, worm farms, composting, soil, raised garden beds, greenhouses. The amount we seek is \$40,000 excluding GST.
- We apply to the Lion Foundation for music instruments and amplifying equipment for the school's music department. The amount we seek is \$30,031.90 including GST.
- We apply to Pub Charity for air fares for Libby Boyd's Year 7 to 8 home base camp to Wellington. The amount we seek is \$4,730.60 including GST
- We apply to the Kiwi Gaming Foundation Ltd (Formerly Christchurch Earthquake Recovery Trust or CERT) for bus and ferry travel for Libby Boyd's Year 7 to 8 home base camp to Wellington. The amount we seek is \$4,142 including GST.
- We apply to Youthtown Inc for accommodation for Libby Boyd's Year 7 to 8 home base camp to Wellington. The amount we seek is \$6,944 including GST.

MOTION Moved Chair

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

Carried

2. **PRESENTATION** - *No presentation this meeting*

3. **DISCUSSION**

3.1. **Strategic review**

3.1.1. **Discussion “Strategic goal 3 - Leading for learning”** - *from triennial plan and x 4 circulated with the agenda*

The Board thanked the Director for the information circulated with the agenda and had a discussion with the points raised in the papers noted.

3.1.2. **Charter consultation** - *from triennial plan*

It is time to start consulting with the community on the charter. In the past the Board has consulted by using online forms and phone interviews with randomly selected families. With the school fair on 4 September, the Board will use this as a consultation opportunity to ask specific questions which will lead into the design of a fuller consultation. As well as space at the fair, the Board will mingle with the crowd using devices to note responses. The Director noted that the Senior Leadership Team is also regularly consulting on the school’s special character which could complement the Board’s charter consultation.

ACTIONS

- Liaise with the Fair Committee for space at the fair. - **Director and Staff Trustee**
- Create a document that the Board and Senior Leadership Team can use to design the consultation questions. - **Board Secretary**

3.2. **Policy review**

3.2.1. **Finance and property series** - *from triennial plan and finance minutes*

- **4.0 Financial condition** - *circulated with the agenda*

The Board agreed what amounts would be inserted for point 10 of the policy

ACTION Update the policy to include in the consent agenda at the next Board meeting.

- **Finance Subcommittee**

- **4.1 Financial planning** - *circulated with the agenda*

The Board discussed the need to include purchase planning, spending limits and the movement of delegations when areas are overspent plus the insertion of a point 12 in relation to government contracts.

ACTION Update the policy to include in the consent agenda at the next Board meeting.

- **Finance Subcommittee**

- **4.7 Travel plan** - *circulated with the agenda*

The Director and Christchurch City Council are working on this together with the Council currently engaged in consultation. When the consultation has closed, the Council will provide this to the school.

ACTION Update the policy following consultation and include in the consent agenda at a future Board meeting. - **Director**

- **4.8 Noise management policy**

- *circulated with the agenda and deferred to the next meeting due to the Prime Minister’s COVID-19 Alert Level 4 announcement*

- **4.9 Hire and use of school spaces (to review)**

- circulated with the agenda and deferred to the next meeting due to the Prime Minister's COVID-19 Alert Level 4 announcement

3.2.2. Enrolment scheme

- deferred from previous meetings and deferred to the next meeting due to the Prime Minister's COVID-19 Alert Level 4 announcement

3.2.3 Social Media Policy

- from agenda item 1.5.5 Student Trustee and deferred to the next meeting due to the Prime Minister's COVID-19 Alert Level 4 announcement

3.2.4 1.7 Board orientation policy

- from agenda item 1.5.5 Student Trustee and deferred to the next meeting due to the Prime Minister's COVID-19 Alert Level 4 announcement

3.3 Traffic management solution for lanes around the school update

(From agenda item 1.5.7 Director's Report)

The Director reported the Christchurch City Council is measuring traffic along Mollett Street however at the point it is being measured in Mollett Street there is feeling traffic naturally slows down. For the school, other parts of Mollett Street and also Sugarloaf Lane are critical areas where vehicles have been observed moving dangerously fast. The Director is asking that measurements of these other areas also be included.

3.4 Health Consultation *(From agenda item 1.5.7 Director's Report)*

The Board is required to regularly consult with the Community on health education and the paper tabled with the Director's report was discussed.

ACTION Consult with the community on health education as outlined in the tabled paper and provide an update at the next meeting. – **Staff Trustee**

3.5 COVID-19 vaccinations and use of schools as vaccination sites

(From agenda item 1.5.7 Director's Report)

Schools can be approached by their local health providers and asked if they will agree to act as a vaccination site. The Director commented they had on a daily basis incoming phone calls and meetings with concerned community members that the Board would agree to be a vaccination site or general concerns around vaccinations

The Board's position is, as members of the public service, it is not appropriate for themselves or the school's staff to use their position to promote personal views. Their viewpoint is neutral and information provided by or approved by the Director General of Health is what must be followed and made available. Any decision on the school becoming a vaccination site would be made based on this, the community's viewpoints, impact on the school's ability to function, and flow on effects. At this time, based on other schools' experiences, the Board does not think it is desirable to have the school used as a vaccination site.

3.6 Prime Ministers COVID-19 address to the nation at 6:00 pm

The Board paused the meeting at this point to listen to the Prime Minister's COVID-19 announcement that the nation would move to COVID-19 Alert Level 4 for 72 hours from 11:59 pm that evening. This decision to move to Alert Level 4 was made after the discovery of a COVID-19 case in the community earlier today which is almost certainly expected to be the highly contagious Delta variant. The Board agreed to close the meeting at his point and defer outstanding items to the next meeting.

3.7 Thank you Student Representative Trustee

The Student Representative Trustee elections have an election day of 3 September 2021. The outgoing Student Trustee will attend the next meeting as part of the hand over to the incoming Trustee. Prior to

closing the meeting, the Board thanked the current Student Trustee Dom Wilson for the large amount of work done during their term.

4. IN COMMITTEE - PUBLIC EXCLUDED

- *deferred to the next meeting due to the Prime Minister's COVID-19 Alert Level 4 announcement*

5. BOARD COMMUNICATION

- COVID-19 Alert Level 4

6. 2021 MEETING DATES

Term 1 : Week 1 - 16 February and Week 9 - 30 March

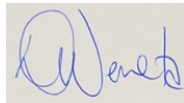
Term 2: Week 4 - 25 May and Week 10 - 6 July

Term 3: Week 4 - 17 August and Week 10 - 28 September

Term 4: Week 4 - 9 November and Week 8 - 7 December

Karakia and meeting closed early at 6:30 pm

Approved



Name [Danette Wereta](#)

Date [31 August 2021](#)