

KAUPAPA (MINUTES) of the School Board meeting 5:30 pm 28 September 2021 at school

Karakia and meeting opened 5:30 pm

1. ADMINISTRATION

1.1. Welcome Whakataukī

Present Evan Kidd, Karen Grant, Sarah Marshall, Tim McKay (left early), Danette Wereta (Chair), Dom Wilson, Anita Yarwood (Director).

1.2. In attendance

No attendees, the meeting was taped for Board Secretary.

1.3. Apologies

Andrew Dean, Moana Barr.

1.4. Registration of interest

No conflicts of interest to declare.

1.5. Confirmation of the consent agenda

1.5.1. Previous minutes

- Regular meeting 17 August 2021 (interrupted with COVID-19 Alert L4 announcement)
– *circulated with the agenda*
- Regular meeting 31 August 2021 (a continuation of the interrupted 17 August meeting)
– *circulated with the agenda*

1.5.2. Correspondence

– *circulated with the agenda*

1.5.3. Finance report

– *no update this meeting*

1.5.4. Health and safety minutes

– *circulated with the agenda*

1.5.5. Student Board Member report

– *verbal report*

Congratulations and thank you to those involved in the inaugural Spring Fair, drama productions and the promotion of Te Reo Māori in the elevators.

ACTION Write a letter to the Fair Committee to thank and acknowledge their successful work. – **Chair**

The Student Board Member, along with other Student Board Members of the One Schools Network, has met with Coralanne Child, Direction of Education at the Ministry of Education. The One Schools Network is working with the Ministry to develop a draft Memorandum of Understanding between schools and the Ministry.

The Student Initiatives Fund has approximately \$3K left and promotion of the fund will be made next term specifically targeting again the junior community, climate action and the lead up to Term 4.2.

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 update this meeting*

1.5.9. Policy review

- **4.0 Financial condition** (Finance Subcommittee) – *circulated with the agenda*
- **4.1 Financial planning** (Finance Subcommittee) – *circulated with the agenda*
- **4.7 Travel plan (Director)** – *deferred to the next meeting*

The Director is working with the Christchurch City Council and the community to update

the travel plan. Further information on this is covered in agenda item 1.5.7 Director's report.

- **4.9 Hire and use of school spaces** – *circulated with the agenda*

1.5.10 Health consultation update (Staff Board Member) – *no update this meeting*

1.5.11 Student Board Member election update – *circulated with the agenda*

MOTION Moved Chair

The consent agenda of the School Board 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. Charter consultation – *from triennial plan*

At the 17 August meeting, the Board agreed to consult with the community at the Spring Fair but with the changing COVID-19 alert levels this was not possible. It was agreed that this would be trialed at the Individual Education Meeting (IEM) day instead at the end of the term.

ACTION Meet with the Community on the last day of Term 3 while the IEMs are in progress. Advise the Board on Term 4 consultation steps. – **Chair**

3.1.2. Strategic planning and reporting webinar (Chair) – *circulated with the agenda*

The Chair attended NZ School Trustees' Association strategic planning and reporting webinar. This offered a simple plan for strategic planning that the Board could use alongside the school's special character on how to engage with the community.

3.2. Policy review

3.2.1. Noise management policy – *circulated with the agenda & deferred from previous meetings*

Work is continuing on this policy and once finished will require the Facilities Hire policy to reference the Noise Management Policy.

3.2.2. Enrolment scheme – *circulated with the agenda & deferred from previous meeting*

There is a meeting with the Ministry of Education this week to start the review of the enrolment scheme. A particular focus will be siblings of out-of-zone students who are missing out on places because of the ballot priorities. Discussion will also include how the school's special character can maximise student potential.

3.2.3 Social media policy – *circulated with the agenda & deferred from previous meeting*

The Student Board Member and Director presented a Social Media Policy for the Board's consideration.

MOTION Moved Chair

Adopt the presented social media policy with point 13 written as "The school should not post content by/supporting a specific political party."

Carried

3.2.4 Board orientation policy – *circulated with the agenda & deferred from previous meeting*

The Student Board Member has asked for inclusion of a new bullet point specifically to support student board members in the Board Orientation Policy. These board members are younger and there is a natural power imbalance so special consideration for additional support should be

considered. Other board members comments included that the special character of the school has prepared student board members to operate in these situations; board members' availability; support is available from the outgoing member's handover, Director, Chair, Staff Representative and NZSTA.

MOTION Moved Chair

Adopt the presented social media policy with point 7 written as "Special consideration should be given to starting Student Board Members. The departing Student Board Member will work with the incoming Student Board Member to educate them on the role and it's responsibilities. The Director, continues to support the Student Board Member throughout their term."

Carried

3.2.5 Student Initiatives Fund policy – *circulated with the agenda & deferred from previous meeting*

The Student Board Member has reflected over the last year that the current Student Initiatives Fund Charter would work better as a framework without specifics sitting with the Student Board Member with support given by the Staff Board Member and Director.

MOTION Moved Chair

Adopt the presented Student Initiatives Fund Policy to replace the Student Initiatives Fund Charter"

Carried

3.3 Student leavers seeking re-enrolment – *from the Director's Report*

The Director has had contact from multiple students who have left the school to attend other schools now wanting to return. Under the legislation and school's enrolment scheme these students are required to be part of the pre-enrolment process which includes a ballot at every year level. The students and families are very disappointed to learn this as the majority are unable to be offered a place. The Director would encourage families who are thinking about leaving to have a conversation which could include the pre-enrolment process and that they may not be able to return if they change their minds; the school's community and its special character.

3.4 Thank you departing Student Board Member

With the extension of the election process due to COVID-19 alert levels, the current member has had a lengthened term. The Board thanked the member again for their work particularly noting the raised level of engagement and awareness within the student body.

4. IN COMMITTEE - PUBLIC EXCLUDED

MOTION Moved 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 Moved 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
- Climate Action Campus
- Student leavers seeking re-enrollment

6. 2021 MEETING DATES

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

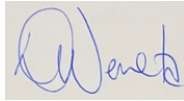
Term 2: Week 4 - 25 May and Week 10 - 6 July

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

Term 4: Week 5 (was 4) – 16 (was 9) November and Week 8 - 7 December

Karakia and meeting closed at 8:00 pm

Approved



Name [Danette Wereta](#)

Date [16 November 2021](#)