



Minutes of the meeting of the School Board 5:30 pm 24th May 2022 at school

Karakia and the meeting opens

1. ADMINISTRATION

- 1.1. **Welcome** Whakataukī
Present,Anita Yarwood(Director) Danette Wereta(Board Chair) Andrew Dean, Karen Grant, Evan Kidd, Tim McKay
- 1.2. **In attendance** Jonelle Matthews(Board Secretary)
- 1.3. **Apologies-** Roisin Scott
- 1.4. **Registration of interest**
- 1.5. **Board Housekeeping**
 - 1.5.1. **Triannual plan confirmation-**
 - 1.5.2. **Confirmation of the consent agenda**
 - 1.5.3. **Previous minutes** 24th May 2022-
 - 1.5.4. **Correspondence-**
 - 1.5.5. **Health and safety minutes** - Acknowledgment to Clinton Williams for all the work he has done with the building W.O.F. 26 per cent of our roll have experienced covid. Mask wearing is making a difference. Ventilation in the building is also making a difference. Thank you to the staff for role modelling great mask-wearing. Safety perspex is installed on the decks until the permanent safety mesh is installed.
 - 1.5.6. **Student Representative report** - Not applicable to this meeting
 - 1.5.7. **EOTC trips** - Not applicable to this meeting
 - 1.5.8. **Director's report** - Roll capacity is 670. Resource consent will not allow us over this. The M.O.E is changing our roll record to reflect our resource consent. Art and hospitality classes have increased greatly. Robyn Webster has been hired to teach Art for 6 hours a week. Evan Kiddey has been hired for 12 hours a week to support the increased roll in Hospitality. Laura has won a secondment to MOE. Anne Marie has won a place on the National panel of advisors writing the standards for the Certificate in Foundation studies. Trialling a new Hapori to accommodate the many students choosing to learn at home on Fridays. The focus of this Hapori is student-led NCEA tutoring. The travel plan is finalised.
 - 1.5.9. **Staff representative report - Not Applicable for this meeting**
 - 1.5.10. **Policy review- 1.0-1.10 to be approved this meeting** Kāwanatanga (Governance) 1.0 - Board roles and responsibilities policy
Kāwanatanga (Governance) 1.1 - Trustee's code of conduct policy
Kāwanatanga (Governance) 1.2 - Conflict of interest policy
Kāwanatanga (Governance) 1.3 - Chairperson's role and standards policy
Kāwanatanga (Governance) 1.4 - Trustee role and standards policy

Kāwanatanga (Governance) 1.5 - The relationship between the Board and the Director (Principal)
Kāwanatanga (Governance) 1.6 - The relationship between the Chairperson and the Director (Principal)
Kāwanatanga (Governance) 1.7 - Board orientation
Kāwanatanga (Governance) 1.7a Unlimited Paenga Tawhiti Proposal for a special character school Aug 2002
Kāwanatanga (Governance) 1.7b Discovery Proposal for a special character school 1998
Kāwanatanga (Governance) 1.9 - Board meetings policy
Governance 1.12a - Agenda outline Board of Trustees meeting
Kāwanatanga (Governance) 1.10 - Records retention governance series
[Board Approved](#)
[ACTION- Jonelle to update website policies](#)

1.11-1.17 to be reviewed for the next meeting.

Kāwanatanga (Governance) 1.11 - Governance processes policy
Kāwanatanga (Governance) 1.12 - Director (Principal's) performance agreement policy
Kāwanatanga (Governance) 1.13 - Engagement consultation policy
Kāwanatanga (Governance) 1.14 - Board review of governance policy
Kāwanatanga (Governance) 1.15 - Operational policy
Kāwanatanga (Governance) 1.16 - Board of Trustee student election campaigning guidelines
Kāwanatanga (Governance) 1.17 - Student Initiatives Fund Charter

[ACTION- Board to review for next meeting](#)

CHAIR TO MOVE

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

- 2. PRESENTATION** - Hayley Daubin from the Property Team at the Ministry of Education. Presentation on the ongoing maintenance and upkeep of our building. Hayley is working on writing our school property plan. We have had sensors in the building to measure humidity, noise, light, heat, and CO2. The results from these sensors have provided a great snapshot of our building. The sensors will be placed back in our Kura to provide comprehensive oversight of our building. Every 5 years Ao Tawhiti will receive capital funding. Every year Ao Tawhiti will receive a property maintenance grant. This funding will fall short of the maintenance needed. SEPE will need to be prioritised.
- [ACTION- Ask MOE for written confirmation of our maintenance process due to the /high cost of maintenance in the new build, and funding shortfall.](#)

3. DISCUSSION

3.1. Strategic Review -Charter consultation & finalise draft charter - Julia Atkin is booked to work with our staff in September.

3.2 BYOD- is this a programme we want to adopt in our Kura- Board discussed looking at a hybrid model of BYOD for Ao Tawhiti. A model that would provide equity for our senior students. Our Juniors would not be a part of BYOD. .

ACTION- Director will gather community consultation

3.3 OOOZ-Places to offer for 2023 We are working with the MOE to increase the catchment area of our home zone.

📎 Email- OOOZ Places.pdf

ACTION- Jonelle to look at siblings wanting to enrol for OOOZ places and provide the numbers to Anita.

3.4 Triennial Elections- CES is engaged to carry out our board elections this year. It will be carried out online

3.5 Climate Action Campus- 📎 CLIMATE ACTION CAMPUS package (1).pdf

4. IN COMMITTEE - PUBLIC EXCLUDED

CHAIR TO MOVE

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.

CHAIR TO MOVE

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

5. 2022 MEETING DATES - 5:30 pm on Tuesdays

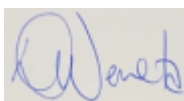
Term 1: Week 1 - 1 February and Week 9 - 29 March

Term 2: Week 4 - 24 May and Week 10 - 5 July

Term 3: Week 4 - 16 August and Week 10 - 27 September

Term 4: Week 4 - 8 November and Week 9 - 13 December

Approved



Name Danette Wereta

Date 1st Feb 2022