



## Minutes of the meeting of the School Board 5:30 pm 29th March 2022 at school

### Karakia and meeting opens

#### 1. ADMINISTRATION

##### 1.1. Welcome Whakataukī

**Present** Roisin Scott(Student Trustee) Danette Wereta( Board Chair)Anita Yarwood( Director)  
Sarah Marshall( Staff Trustee)Andrew Dean, Evan Kidd.Tim McKay

##### 1.2. In attendance Jonelle Matthews (Board Secretary) John Schischka, Ashley Beaton.

##### 1.3. Apologies Karen Grant, Moana Barr

##### 1.4. Registration of interest No conflicts of interest were reported for this meeting

##### 1.5. Board Housekeeping

###### 1.5.1. Triannual plan confirmation - Confirmed

###### 1.5.2. Confirmation of the consent agenda

###### 1.5.3. Previous minutes- Circulated with the agenda

###### 1.5.4. Correspondence- Circulated with the agenda

###### 1.5.5. Finance report - Circulated with the agenda

###### 1.5.6. Health and safety minutes - Circulated with the agenda

###### 1.5.7. Student Representative report - Circulated with the agenda

###### 1.5.8. EOTC trips - Not applicable to this meeting

###### 1.5.9. Director's report - Circulated with the agenda

###### 1.5.10. Staff representative report - Circulated with agenda

###### 1.5.11. Policy review- Ashley Beaton from Christchurch City Council presented our Travel Plan.

Action-SLT to review and BOT to sign off.

###### 1.5.12. Policy review- Sustainability Policy presented by the Student Board rep.

Action- Adopt the presented social media policy.

#### CHAIR TO MOVE

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

Carried

- #### 2. PRESENTATION
- John Schischka presented the work our Kura does within the gateway framework and the individualised ways he can facilitate experiences for our students. In addition, John reached out to the Board to network for different workplace opportunities. The Board thanks John for his hard work creating experiences for students to learn about their passions in a workplace environment.

### 3. DISCUSSION

#### Strategic Review

**Charter consultation & finalise draft charter** - Postponed due to Covid. Analysis of variance circulated with the agenda. Charter attached to next meeting

#### 3.2 Policy review -

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

Action- Board Chair to review and move at the next meeting

**3.3 Presentation 24th May-** Hayley Daubin from the Property Team at the Ministry of Education is presenting on the ongoing maintenance and upkeep of our building.

**3.4 Melva Gill-** Melva emailed her thanks for their time off to pursue further education. Melva received with distinction

Action- Reply to Melva from the Board.

**3.5 Triennial Elections-** CES proposal to carry out 2022 Board Elections

Action- Approved use of CES to carry out 2022 board election.

**3.6 Medication Policy questions-** Discussion of our Medication process and policy.

Action- Board to reply to the email.

**3.7 Grant Application and Endorsement-** Megan Gould has applied for a grant for sports equipment. The Board thanks Megan for all her work applying for this grant.

### 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.*

#### 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.*

**5. BOARD COMMUNICATION**

**6. 2022 MEETING DATES - 5:30 pm on Tuesdays**

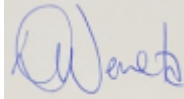
Term 1: Week 1 - 1 February and Week 9 - 29 March

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