



Minutes of the meeting of the School Board 5:30 pm 27th September 2022 at school

Karakia and the meeting opens at 5.30pm

1. ADMINISTRATION

- 1.1. **Welcome** Whakataukī
- 1.2. **Present**, Anita Yarwood (Director) Danette Wereta (Board Chair), Vaughan Luckman, Danella Stewart, Andrew Dean, Courtney Shipp, Sarah Marshall (Staff Trustee), Roisin Scott (Student Trustee)
- 1.3. **In attendance**-Jonelle Matthews (Board Secretary), Cameron Chamberlain, Rangimarie Te'evale Hunt.
- 1.4. **Apologies**- Tim McKay
- 1.5. **Registration of Interest**- No registration of interest.
- 1.6. **Welcome to our new board**- Introductions, Understanding Governance and Management, PD, Confidentiality, Conduct.

1.6 New Board

- 1.6.1. Election of the Chair
MOTION- Moved -Andrew Dean Seconded-Vaughan Luckman
Danette Wereta to be elected as chairperson **CARRIED**
- 1.6.2. Election of the Deputy Chair
MOTION- Moved Chair
Andrew Dean To be elected as Deputy Chair **CARRIED**
- 1.6.4. Co-option of the Discovery Learning Trust trustee
MOTION- Moved Chair
Tim McKay was Co-Opted onto the board as Discovery Learning trustee. **CARRIED**
- 1.6.5. Confirmation of the Whanau Representative trustee
MOTION - Chair
Danette Wereta will act as the whanau trustee **CARRIED**
- 1.6.6. Health and safety sub-committee trustee
MOTION-Moved Chair
Courtney Shipp, Anita Yarwood, Vaughan Luckman and Danella Stewart will act as Health and Safety trustees **CARRIED**
- 1.6.7. EOTC sub-committee trustee
MOTION-Moved Chair
Danella Stewart and Courtney Shipp will act as EOTC trustees **CARRIED**
- 1.6.8. Student innovation fund sub-committee trustee
MOTION-Moved Chair
Sarah Marshall and Cammie Chamberlain will act as Student Innovation trustees **CARRIED**

1.6.9. Finance sub-committee trustees confirmed

MOTION- Moved Chair

Danette Wereta, Anita Yarwood, Vaughan Luckman will act as Finance sub-committee Trustees

CARRIED

1.6.10. Bank account signatories confirmed

Current ASB bank account signatories are Evan Kidd, Anita Yarwood, Danette Wereta and Niki Stephenson.

MOTION- Moved Chair

- Retain Anita Yarwood, Niki Stephenson, and Danette Wereta as signatories.
- Remove Evan Kidd as a signatory
- Another signatory is to be decided at the next finance meeting.

CARRIED

1.6.11. Trustee professional development- The Board is a member of NZSTA. The association offers both online training and workshops. Trustees are encouraged to login at <https://www.nzstaresourcecentre.org.nz/learningeventsresources/?ald=ka00o0000011WPAA2>
The Board will participate in a combined Health and Safety NZSTA training with Hagley Community

1.6.12. The signing of the codes of conduct for trustees-circulated and signed at the meeting.

1.6.13. Governance manual - updated with new trustees circulated with the agenda.

1.6.14. Information for new trustees –Circulated with the agenda

1.6.15 School Governance-Circulated with the agenda.

1.7 Board Housekeeping

1.7.1 Confirmation of the consent agenda

1.7.2 Previous minutes - 16th August 2022 circulated with the agenda.

1.7.3 Correspondence- circulated with the agenda.

1.7.4 Health and safety minutes- - circulated with the agenda.

1.7.5 EOTC - circulated with the agenda

1.7.6 Director's report - circulated with the agenda.

1.7.7 Student representative report- circulated with the agenda.

CHAIR TO MOVE

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

- 2. PRESENTATION 5.50 pm -** Charis Huhta-Sweeney presented the successful outcomes of structured literacy. The Board was asked for a further 3 hours of release to support our staff in the rollout of this pedagogy. The board moved this to discussion IC.

3. DISCUSSION

3.1. Policy review- deferred to next board meeting. Board review of the 3.0-3.12 [NAG 3: EMPLOYER RESPONSIBILITY POLICY](#)

3.2. Police Check Charge-The Board will reply to correspondence.

3.3 Directors Report The Board discussed the Director's report. Items that were discussed were

- School Roll and the resulting action is that we will run another ballot in term 4.
- Attendance levels and the resulting action is to keep working hard with low attendees.

- Property and maintenance and the resulting action is that Vaughan Luckman will work as project manager for our Cyclical Maintenance Development once data is received from the MOE.
- Climate action campus and the resulting action is to keep in communication with the ministry to enable funds to be delivered for the running of this campus.
- Staff PLD with Julia Atkin and the resulting action is a draft strategic document to support students to succeed in our special character school.

3.4 Student trustees report- The board discussed the high demand for the Student Innovation fund. The resulting action is for the fund to be increased for 2023.

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. Carried

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. Carried

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

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

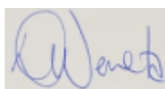
Term 2: Week 4 - 24 May and Week 10 - 5 July

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

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

Karikia and meeting closed at 6.35pm

Approved



Name Danette Wereta

Date 15 Nov 2022