

1. Administration

- 1.1. Roll call: Gary, Elaine, Matt, Jackie, Jo
Apologies: Eve, Magenta
Robert arrives 6.49pm
- 1.2. Declaration of interests
- 1.3. Confirmation of previous minutes
Approved via email 16th July by Elaine, Gary, Jo, Eve, Matt, Robert
- 1.4. Correspondence
 - 1.4.1.6 July Office of Auditor General re: delay in audit completion
 - 1.4.2. NZSTA Gazette
- 1.5. Meeting planning

2. Matters Arising

2.1. Review of actions from previous minutes

- 2.1.1. Board chair election review
 - 2.1.1.1. Matt to contact Barbara re whether she intends to come back to her position as parent representative to the board of trustees.
Barbara not sure if she will be on BOT. Won't be available to chair.
 - 2.1.1.2. BoT to talk to Magenta about her future intentions re BoT involvement (n.b. co opted until 2021). Jo will check in with her
 - 2.1.1.3. Parent Rep to invite Parents to be involved in BOT, new members likely to be needed by next year
- 2.1.2. Court Case
 - 2.1.2.1. Eve to enter in all dates and remaining highlighted sections.
Done
 - 2.1.2.2. Eve to prepare evidence, Health And Safety Act, current Playground Traffic safety Policy and Procedure.
Done

2.2. Deferred actions

- 1. BOT Mid Year Self Review and Evaluation (See 3.2.1)
- 1. Budget Review (See 3.2.1)
- 2. Monitor current 10 yr Property Plan (See 3.3.1)
- 3. Parking outside school - congestion. - Deferred. Parents discussed at Parent meeting. Suggested that the new procedure ideas are trialled and reported back on. Trials still to happen. Defer to next meeting.
- 4. End of Term Target and Annual Plan reporting: Deferred until Principal is present
- 5. Charter Target Review - Annual Target 2 - Deferred until Principal is present.

3. Discussions & Decisions

3.1. Policy Review

- 3.1.1.NAG 1: Statement on Deliver Sex Ed (No change recommended) This was already approved at our March 2021 meeting.
- 3.1.2.NAG 5: Media (No change recommended) Approved Unanimously
- 3.1.3.NAG 6: Protected Disclosures (No change recommended) Approved Unanimously with one grammatical change.
- 3.1.4.Playground Traffic Safety Policy approved online via email 16th June by Elaine, Gary, Matt, Robert, Jo, Eve.

3.2. Procedure Review

- 3.2.1.NAG 5: Media (No change recommended) Approved Unanimously
- 3.2.2.NAG 6: Use of School Buildings. Defer with changes until principal is present
- 3.2.3.NAG 6: School Closure (change recommended) Approved Unanimously
- 3.2.4.NAG 6: Suspensions and Standowns (No change recommended) Approved Unanimously
- 3.2.5.NAG 6: Protected Disclosures (No change recommended) Approved Unanimously with formatting change

3.3. Annual work plan items

- 3.3.1.Monitor Current 10yr Property Plan. Deferred
- 3.3.2.Principal Performance Appraisal. This was deferred due to illness. Will be done this weekend. The Principal's health and wellbeing survey shows that Principal's wellbeing has moved from high health risk to medium health risk - burnout at 88% is still there. Sabbatical is needed. How does the culture of the school survive/ thrive in the Principal's absence?
BOT to discuss sabbatical further next meeting.

3.4. Discussion

- 3.4.1.Mid year budget review : Query around repair and maintenance answered.
Parent donations are still coming in. Tracking well.
Midyear Budget Review changes suggested by Principal and Financial Admin approved unanimously by BOT (see below)
LOWER
25089 Staff Travel: \$150
31115 Computer software for teaching: \$200
68043 R & M Classroom equipment: \$500
71409 Cyclical Maintenance (actual) \$2,800 and put it into 75061
TOTAL money realised: \$3,650
RAISE
23025 Printing and Photocopying: \$200
71073 Cleaning supplies: \$200
71810 Grounds. Garden development): \$450
75061 R & M Buildings: \$2,800 (from 71409). This will leave \$2,000 in there for sports shed roof
TOTAL money needed: \$3,650
- 3.4.2.BOT Mid Year Self Review and Evaluation: BOT did online with MIRO -https://miro.com/app/board/o9J_lIdMrnvc=

3.5 Sports Grant Application

Eve moves (via Principals report) that Kirsty be given permission to apply to Tu Manawa Active Aotearoa for an active play/ sports grant of up to \$10,000 to be used for Gymnastics, Parkour, Circus Arts and Multisports in term 3 and 4 2021 and term 2 2022. Approved unanimously

4. Ongoing Monitoring

- 4.1. Property maintenance
 - 4.1.1. Gate has been fixed! Easy to open and close now. Thanks to Fay for organising.
 - 4.1.2. Sports shed roof needs replacing. School has funds for this. (see principals report)
- 4.2. Financial Update
- 4.3. Enrollments: Open day deferred until 9 August
- 4.4. Staff : Anna great asset. We are so fortunate to have such a great team of Staff!!!
- 4.5. Principal's report
 - Only one couch needs covering (not the predicted 3)
 - Eve's Xray still to happen (delayed due to illness)
 - Time to write curriculum - perhaps T4? To discuss this next meeting.
 - Huge amount of time has been sucked away from school business in preparing for the upcoming Court Case
 - ERO won't be coming in every 3 years now - ERO will discuss these changes with Principal and BOT Chair.
- 4.6. Proprietors report
 - Telephone tree being created so that all Residents can be notified when/if the gate is open/closed/locked outside of usual hours.

5. Meeting Closure

- 5.1. Identify agenda items for next meeting
 - 5.1.1. Principals Sabbatical
 - 5.1.2. Principal request for week paid leave to write Curriculum
 - 5.1.3. Monitor 10 Year Property Plan
 - 5.1.4. Court Case outcome
 - 5.1.5. End of Term Target and Annual Plan reporting
 - 5.1.6. Charter Target Review
 - 5.1.7. NAG 6: Use of School Buildings.
 - 5.1.8. Parking outside school - congestion
- 5.2. Confirm next BoT meeting date - 1 Sept, 6pm
- 5.3. Comments on meeting procedures and outcomes