

## BoT Minutes Wed Feb 19th 2025 @6:15-8.15pm (In person)

### 1. Administration

1. Roll call
2. Karakia
3. Declaration of interests
4. Confirmation of previous minutes
5. Correspondence In
6. Meeting planning (Minute secretary?)

**1.1 Present:** Kerry, Eve, Sean, Elaine, Chris, Allison, **Apologies:** Gary

**1.3** None

**1.4** Accepted

**1.5** Education Gazette

Kerry proposes that: we delete the coloured card process of gaining consensus in favour of adopting the process that the students, parents and staff use currently of sociocratic circles.

Reason: we haven't used it during the last two years.

Opinion round: we like the proposal to be congruent, but the board may need to use the cards on some occasions e.g. lack of verbal confidence, or a situation where someone feels dominated.

Kerry happy to leave his proposal as it is.

Consent round: all consent except for Eve. Eve: can we change the proposal to: we delete the coloured card process of gaining consensus in favour of adopting the process that the students, parents and staff use currently of sociocratic circles, retaining the coloured cards and instructions for use in case we need them.

All consent.

Next steps: **EVE TO DO: send text to Chris to prepare prior to the next BoT meeting.**

#### Planning

Finalise Annual Implementation Plan (10m)

In committee discussion (15m)

Discussions and decisions items 4 and 5 below (30m)

Farewell (5m)

### 2. Matters Arising

1. Online Drive
2. Principals health
3. Handover
4. Eves Farewell

**1.1 update from Allison** has set it up with Google, Allison liaising with Matt to do the technical aspects.

**1.2** In committee 6.45, out of committee 6.55

**1.3 TO DO: Allison and Eve** Book in times in calendar for the rest of the term for Allison and Eve to spend Fridays together

**1.4** Chris: BoT needs to create a committee to run the event, consult with Eve.

Decision taken: 1.30-5pm on Saturday April 5

**TO DO: Shaun to talk with Lola and Jackie, to get things moving in terms of a committee**

**TO DO: Eve to tell Amy date and time to make the the invite**

In Committee

### 3. Reports

1. Proprietors report
2. 10yr property plan
3. Principal's report

**3.1 Proprietors Report.** Elaine gives a verbal report:

Bill is in the process of selling his shares. Elaine has reached out to the people who are buying them..

10YPP Policy One section still outstanding until March 30

PR with proprietors—can Allison come to meet people? Allison agrees.

Elaine can remain the proprietors's representative for the foreseeable but will take more breaks for her health.

#### 3.2 10YPP

Ops Grant section approved.

**TO DO: Bot Chair to sign off on the Ops Grant part, Eve to submit to the auditors before the deadline.**

<b>Staffing</b>	<p><b>Received:</b> Eve shares with the board the staff have chosen Jackie to be the staff representative starting at our April meeting when Allison becomes the Principal on the board. As no other staff members were nominated, elections were not necessary.</p>
<p><b>4. Discussions &amp; Decisions</b></p> <ol style="list-style-type: none"> <li>1. Strategic Planning - Finalise Annual plan</li> <li>2. <b>Curriculum Text Review</b> We need to finalise the Te Tiriti text in the introductory material at the start of the <a href="#">curriculum</a> at the upcoming meeting.</li> </ol>	<p>4.1 Eve proposes that the Annual Implementation Plan is accepted, with the proviso that Eve supports Allison to identify and highlight the priority tasks. (All consented)</p> <p>4.2 Elaine request that: the curriculum be available by March 15 for the proprietors meeting on March 30</p> <p>Eve's update: <b>Introductory materials:</b> Eve tables the Te Tiriti section for BoT review. The board approves the text with changes, subject to the next step of approval by the Māori whānau at school. All consent</p> <p><b>Part 1</b> is complete <b>Part 2</b> is complete <b>Part 3</b> is two-thirds done.</p> <p>Eve proposes that: the proprietors need to see the introductory, part 1, part 2 and the landing pages of part 3, not the content of part 3 which is for trained teaching staff to workshop over the next two terms. All consent</p>
<p><b>5. Policy Review</b> <b>Term 1 school Policy and Procedure reviews</b></p> <ol style="list-style-type: none"> <li>1. <i>Nag 3 Conflict of Interest</i></li> <li>2. <i>NAG 3 Staff Appointments policy</i></li> <li>3. <i>NAG1 Health Syllabus outline (ie: Sex Ed Statement)</i></li> <li>4. <i>SCHOOL CAMP RABS</i></li> </ol> <p><b>1.3 Governance Policy reviews</b></p> <ol style="list-style-type: none"> <li>5. <i>NAG 3 BOT meeting procedures * process</i></li> <li>6. <i>Conflict of Interest</i></li> </ol> <p><b>Policies for review at our future meeting:</b></p> <ul style="list-style-type: none"> <li><i>Nag 3 Confidentiality</i></li> <li><i>Nag 3 Privacy</i></li> <li><i>Nag 3 Non-Principal Performance Appraisal</i></li> </ul>	<p>5.1. Approved</p> <p>5.2. First read and discussion. Special Character not mentioned. <b>TO DO: to rewrite for the next meeting (Chris)</b></p> <p>5.3 Health Syllabus: amend to “every second year”</p> <p>5.4 Accepted with changes</p> <p><b>5.5. NAG 3 Board Meeting Procedure and Agreements</b> Chris: we need to decide how we make decisions. Ideally we could use the process that we use in the school. Discussion about the existing Policy as needing adjustment. We like that it uses consensus, but it is quite a long process, Elaine notes that we could place the onus on the person objecting to come up with an acceptable alternative proposal. We decide to practice the sociocratic circle process.</p> <p><b>5.6 TO DO: Chris Make the Conflict of Interest Register for the next meeting</b></p>

Nag 3 Professional Development	
<b>Additional proposals</b>	<i>Eve proposes via email dated 28/2/25 that: "Allison be added as a signatory to the school bank accounts alongside Jackie, Eve, and Shaun." (Approved - Shaun, Allison, Elain, Chris, Kerry)</i>
<b>Meeting Closure</b> <ol style="list-style-type: none"> <li>1. Identify agenda items for next meeting</li> <li>2. Confirm next BoT meeting dates</li> <li>3. Comments on meeting procedures and outcomes</li> </ol>	<p>Finance</p> <p>Staff recruitment policy</p> <p>March 19 Online</p> <p>Curriculum implementation plan for 2025 (info for BOT)</p> <p>Appreciation for Chris's facilitation skills</p> <p>With Eve leaving, will there be enough women on the board? Jackie will be with us.</p>
<b>In committee</b>	<b>The board went into committee at 8:15pm.</b>