

## BoT Agenda/minutes Wed 30 July 2025

**In attendance:-**

**Apologies-**

**Minute taker:**

	<b>Minutes</b>	<b>Actions</b>
<p><b>1. Administration</b></p> <ul style="list-style-type: none"> <li>1.1. Roll call</li> <li>1.2. Karakia</li> <li>1.3. Declaration of interests arising</li> <li>1.4. Confirmation of previous minutes</li> <li>1.5. Action points from previous minutes</li> <li>1.6. Correspondence</li> <li>1.7. Meeting planning (Minute secretary?)</li> </ul>	<p>1.1 Chris, Elaine, Allison, Gary, Jackie, Kerry, Apologies: Sean</p> <p>1.4. Approved            1.5 All covered            1.6 Sean - Email            1.6 School boards onboarding for new board members</p>	
<p><b>2. Matters Current/Arising</b></p> <ul style="list-style-type: none"> <li>2.1 Principal's Performance Agreement</li> <li>2.2 BOT Mid-Year Self-Review and Evaluation</li> <li>2.3 Board elections (Update)</li> </ul>	<p>2.1 Allison's principal's performance agreement is in place.            Making good progress and making networks, and growing a knowledge base            End of year review with Chris pending.            Parent survey to be created by the end of the term.</p> <p>2.2 discussed the annual implementation plan, refer to the notes in the plan for details..</p> <p>2.3 discussion of the election process</p> <p>Gary and Elaine are the only nominees for proprietor reps, so no election is necessary.</p>	

<b>3. Principal's Report</b>  3.1 Principal's report	See principals report. Discussed Principals report  Dale is keen to upgrade Whare Tamariki	
<b>4. Financial Report</b>  4.1 Monthly report & commentary (June) 4.2 Mid year Budget review	Everything tracking well Adjustments to midyear budget - money needs to be added to the following: 68040 minor assets and equipment conservatory +\$800 21651 - BOT gifting +\$2000 25004 - marketing +\$1000 25822 - finance lease +\$500 75061 - R&M building +\$1000 In order to balance the above, money can be taken from: 71409 -cyclical maintenance -\$1000 65007 - teacher aide -\$4300	
<b>5. Proprietors/Property Report</b>  5.1 Proprietors report	See the Proprietors' report. Discussed the proprietors' report. Agreed in principle to the playground traffic safety policy	
<b>6. Discussions &amp; Decisions</b>  6.1 Follow up from Proprietors on curriculum Doc Decisions (August)		
<b>7. Policy &amp; Procedure Review</b>  7.1 <a href="#">Nag 5 Playground Traffic Safety Procedure</a> <b>Nag 5:</b>	7.1 Nag 5 Playground Traffic Safety Procedure to be carried over until after the November Directors meeting  Why do we look at policies and procedures separately? Would it not be	

<p>Review new Student Safety checklist</p> <p><b>Review Policies:</b></p> <p>7.2 <a href="#">Nag 3 Staff Gifting</a></p> <p>7.3 <a href="#">Nag 3 Staff Discretionary Leave</a></p> <p><b>Review Procedures:</b></p> <p>7.4 <a href="#">Nag 3 Complaints</a></p> <p>7.5 <a href="#">Nag 3 Sexual Misconduct</a></p> <p>7.6 <a href="#">Nag 3 Staff Appointments</a></p> <p>7.7 <a href="#">Nag 3 Staff Discretionary Leave</a></p>	<p>better to look at both the policy and the procedure that sits alongside it at the same time?</p> <p>Document for self review is <a href="#">here</a></p> <p>7.3 Policy and 7.7 Procedure approved with changes</p> <p>Other policies and procedures deferred to next meeting</p>	
<p><b>Meeting Closure</b></p> <p>7.1 Identify agenda items for next meeting</p> <p>7.2 Confirm next BoT meeting dates</p> <p>7.3 Comments on meeting procedures and outcomes</p>		
<p><b>Items for our next BOT Meeting</b></p> <ul style="list-style-type: none"> <li>● Proprietors' feedback on Curriculum changes</li> <li>● Revisiting policy and procedures, particularly sexual misconduct</li> <li>● Staff Gifting</li> <li>● Complaints policy</li> <li>● Staff appointments</li> <li>● Feedback on school docs</li> </ul>		