

## Board of Trustees Agenda / Minutes

*March 25 2026*

[Link to Zoom BoT Meeting](#)

**In attendance:** Kerry, Chris, Allison, Sean, Elaine

**Apologies:** Jackie, Gary

**Minute taker:** Sean

Topic	Minutes	Actions / Assignee / Due date
<b>1. Administration</b> 1.1 Roll call 1.2 Karakia 1.3 Declaration of interests arising 1.4 Confirmation of previous minutes 1.5 Action points from previous minutes 1.6 Correspondence 1.7 Meeting planning	1.1 1.2 Allison 1.4 Confirmed 1.5 Garden to table - to be followed up. Barn sign ready just needs to be put up. School Docs onboarding Likely to take until T2. 1.6 Attendance dues 2025 audit completed and sent. Election pilot email. 1.7	
<b>2. Matters Current/Arising</b> 2.1 Health Syllabus Review (20) 2.2 Curriculum implementation plan 2.3 feedback re MOE discussion (10) 2.4 Feedback from Camp	2.1 New Health Curriculum to be created using our Special Character and the NZC - Consultation to be sought - Survey to be sent to parents. Feedback from board given. Board has accepted the Draft Health Syllabus consultation process 2.2 Delay with some proprietors, still wanting to clarify parts of the curriculum. 2.3 MOE suggestion to contact the School Boards Association to attend meetings. The Board requests Allison to approach the school boards association around the impasse with proprietors - All approve bar Elaine who abstained	

	2.4 Connected, supportive experience - looking to change to Thursday-Sunday to encourage more people to stay the 3 nights.	
<b>3. Principal's Report</b> 3.1 Principal's report (15)	<ul style="list-style-type: none"> <li>Principals report tabled and accepted. Added Safety Checklist. Motion to Accept Health and Safety update -</li> <li>Acknowledgement of Principal's creation of the letter to parents to support school attendance</li> </ul>	
<b>4. Financial Report</b> 4.1 Monthly report & commentary (March) 4.2 Asset register to approve (late) 4.3 Resolution of useful life to approve (late)		
<b>5. Proprietors/Property Report</b> 5.1 Proprietors report 5.2 10YPP	2nd meeting called for resolution of 10YPP maintenance approval.  19th April special meeting is arranged with a hope to move maintenance action forward.	
<b>6. Discussions &amp; Decisions</b>	6.1 - Documentarian for Jade Speaks Up is wanting to film at school for the day.	
<b>7. Policy &amp; Procedure Review</b> Carried over from term 2 2025 (needing to be aligned with Proprietor's procedure) <a href="#">Nag 5</a> - to be revisited after Proprietor's meeting (Not on school docs) <b>Carried over from term 3 2025 (needing more consideration)</b> <a href="#">Nag 3 Sexual Misconduct</a> In school docs this policy is Abuse Recognition and Reporting Carried over from term 4 2025 (ran out of time): <a href="#">Nag 5 Road &amp; Carpark Safety</a> (Not on school docs) - Defer this to meeting with proprietors	School docs can only be adopted once we have completed all of the questions and actions. This will likely take until term 2. Until that time we will keep using our own policies. However we will review policies according to the school docs review process.  The Board has cross-referenced policies between our and school policies and are satisfied to continue transfer of Policy to school Docs	

<p>Getting to and from School Safely on school docs</p> <ul style="list-style-type: none"> <li>- <a href="#">Nag 5 Recording Hazard Procedure</a> (See Risk management policy on school docs)</li> <li>- <a href="#">Nag 5 School Trips</a> - In school docs this is EOTC event planning and approval &amp; EOTC Risk assessment &amp; Management</li> </ul> <p><b>Policies:</b>  <a href="#">Nag 2 Special Character of School</a>  See school docs  <a href="#">Nag 5 Health and Safety</a> - see school docs health safety and welfare policy</p> <p><b>For March meeting</b></p> <p><b>Procedures:</b>  <a href="#">Nag1 Career Guidance</a>  <a href="#">Nag 2 New Enrolments</a>  <a href="#">Nag 2 Enrolments Scheme</a></p> <p><b>Review Governance* Policies:</b>  <a href="#">BOT roles &amp; responsibilities*</a>  <a href="#">Code of Conduct*</a>  <a href="#">Nag 3 Responsibilities of Principal*</a>  <a href="#">Nag 3 Reporting to the Board*</a>  <a href="#">Nag 3 BOT Meeting Procedure*</a>  <a href="#">Nag 3 Principal's Perf Appraisal*</a>  Meeting Process*  <a href="#">Relationship BOT Principal*</a></p>		
<p><b>Meeting Closure</b></p> <p>8.1 Identify agenda items for next meeting  8.2 Confirm next BoT meeting dates  8.3 Comments on meeting procedures and outcomes</p>	<p>Updates on maintenance and proprietors decisions</p>	
<p><b>Items for our next BOT Meeting</b></p>		

<ul style="list-style-type: none"><li>• Policies</li><li>• Feedback from curriculum working group and a time for Eve to present to BOT and others</li></ul>		
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Signed BOT Presiding Member:

Chris De La Mare