

BoT Agenda Mar 30th 2022 @6:30 pm	Led by	Time (mins)
<p>1. Administration</p> <p>1.1. Roll call - Jackie, Shaun, Elaine, Eve, Gary, Robert</p> <p>1.2. Declaration of interests No</p> <p>1.3. Confirmation of previous minutes outstanding minutes from Sept 22 2021- approved via email 11 March In Committee minutes from Oct 10 2021 - deferred until meeting in person In Committee minutes Oct 18 2021 - deferred until meeting in person Minutes from Dec 1 2021 - approved via email 11 March Minutes from Feb 2 2022 - approved via email 11 March</p> <p>1.4. Correspondence In UHY Haines Audit Engagement letter (Shaun to sign) UHY Haines Fraud reporting form (Board to fill out; Shaun to sign) Draft Annual Report Gazette email from Kerry Castel-Spence re. healing process for the parent body</p> <p>1.5. Meeting planning Elaine: karakia</p>	Shaun & Eve	15
<p>2. Matters Arising</p> <p>2.1. Review of actions from previous minutes Shaun reviewed all of the actions before the meeting and everything was done</p> <p>2.2. Deferred actions</p> <p>2.2.1. Health and Safety Review - deferred till next meeting (not complete). COVID section is complete and was reviewed by the Board. Eve has not done the rest: time constraints.</p>	Eve	10
<p>3. Discussions & Decisions</p> <p>3.1. Community resilience - Parent help returning</p> <p>3.1.1 Parent Reconciliation Meeting Shaun reads Kerry's letter to the board; discussion. Shaun to do: write a response to Kerry—circulate it to the board for approval before sending it.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • People have lost their sense of connection with the learning community and we need to help restore it. • Be aware of our language: we work within the framework of MoE directives—we are not being “forced”. 	Eve	15

<ul style="list-style-type: none"> • Having parent help would be best to develop re-connection, re develop community; I recommend that we just get started, and have a questionnaire to see what people want to do re. "truth and reconciliation" • Do we really need to dredge up all the feelings of the past? • Parents have mentioned not feeling safe/comfortable with having their children at school with other parents. • Being face to face is the healing antidote, may not be easy but may not be so bad after all. • Finding a neutral ground with a mutual stake in it. A true reconciliation is not a 1 meeting thing. Probably will need a paid mediator. Are our children carrying those grudges? Probably not. Can we move forward? • Is a questionnaire necessary? Opens up a flood gate of potential negativity. • Reiterate no adult conversations in front of the Children. • Maybe we present our plan and then invite expressions of concern or complaint to come back to the board, instead of doing a questionnaire? • Important to remember our role is governance and not slip into management. • We are following MoE guidelines, they are non-negotiables. <p>3.2. Covid levels update + vaccine mandate changes clarification</p> <p>Decision: Next Monday April 4, at 11.59pm, the vaccination mandates for education will be rescinded. Therefore, all school staff (paid and unpaid) can be in the school setting regardless of vaccination status. Parent help can resume, with the following clear parameters below (offered by the MoE and MoH as well as some additional from the board). All agree.</p> <p><u>Our parameters</u></p> <p>TRACKING</p> <p>Under the new modified framework, there is no longer requirement for QR code scanning. However as per our school procedures, please ensure that you sign in the daybook when on parent help. (teachers to make sure this is happening)</p> <p>HYGEINE</p> <p>All adults in the school settings must maintain the hygiene practices for Red Framework, including staying home if not well (physically, mentally)</p> <p>MASKS</p> <p>Staff, paid or unpaid, must wear masks when inside. If you are unable to meet any of these requirements, we'll ensure you are able to fulfill your parent help outside.</p> <p>EMOTIONAL SAFETY</p> <p>Eve will reiterate in her communication to parents - our single focus is the children. So please remember specifically, no adult conversations about Covid problems in front of the Children. If you find that you need to, take a walk together down the road or out of earshot of</p>	<p>Eve/Shاون</p>	<p>15</p> <p>15</p>
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<p>children. For all parents, please focus on the learning opportunities and the students while doing parent help. If you need to step aside for re-centering, do that before resuming your parent help session. Eve to send out Role Models procedure again.</p> <p>VISITORS Discussions re Visitors at the school: Open days, potential new students or extra student parent support Approved: BOT agrees unanimously that there will be no open days or significant visitations during this next phase of culture re-building at school. Visitations will be kept to a strict minimum, including specific individuals, previous Timatanga students, or strong prospective candidates for enrolment by invitation.</p> <p>EVE TO DO: Communicate the above to parents</p> <p>EVE TO DO: A letter will be sent to the Ministry about our stance on school visitations during this culture re-building time and its implications for rebuilding our roll.</p> <p>3.3.BOT replacing Parent Reps until September elections - Interested parents: Elenor, Maximilliano, Cerian 3.3.1. Three people have expressed interest. 3.3.2. Board agrees to co-opt Elenor to the BOT for the remainder of the tri-annual period until our next elections in September. 3.3.3. Sean will approach Elenor and inform others if she accepts the position. 3.3.4. All parents will be informed about our decision and the reasons for it, thanking them for be willing to step up.</p>	Eve	
<p>4. Ongoing Monitoring</p> <p>4.1. Proprietors report As per reports, kitchen upgrade (including roof repairs) was approved at the proprietor's meeting (March 20, 2022); MoE has granted \$50,000 for additional maintenance which will be used for this,with Policy One to make up any shortfall. Eve: who is managing the project? Fay and Jackie. Board recommends that Fay adds her project manager cost into the quotes. EVE TO DO: communicate this to Fay Bruce could consult. The board agrees that: Elaine as proprietor's rep will submit an application to APIS for this Essential Property Maintenance Package for \$50,000 for kitchen and roofing upgrade. Health and Safety incident with Keith's cleaner was discussed and Keith has apologised to Jackie and asked his cleaner to stop working at his place.</p>	<p>Elaine</p> <p>Eve</p>	<p>10</p> <p>30</p>

<p>4.2 Principal's report</p> <p>1.1 The Board approves all policies as per the Principal's Report submitted</p> <p>1.3 - Annual Report Acceptance: The Board has received the 2021 Draft and the Board accepts the draft – to go to the Chairperson to sign and submit.</p> <p>1.5 The board approves purchasing the junior teacher's laptop for \$750. This will be sold for \$750 to Eve Tonkin for her personal use outside of school.</p> <p>1.6 The board approves purchasing the principal's laptop for \$1,142. This will be used by school staff.</p> <p>4.1. Parent meeting report: the recent parent meeting was called off as it had been overlooked. Year-ahead procedures were discussed for scheduling, chairing and minuting future meetings.</p> <p>4.2. Property maintenance</p> <p>4.3. Financial Update</p> <p>4.3.1. We have received the Annual Report end of year Statement (December 2021).</p> <p>4.3.2. We have received our February monthly accounts, tracking well.</p> <p>4.4. Enrollments - Discussion around filling the roll. As noted earlier in the discussion and decision section regarding school visitations and visitors during the coming period.</p> <p>4.5. Staffing</p>	<p>Eve / Jackie</p> <p>Eve / Jackie</p> <p>Eve</p> <p>Eve</p>	<p>5</p> <p>5</p> <p>5</p> <p>20</p>
<p>5. Meeting Closure</p> <p>5.1. Identify agenda items for next meeting:</p> <p>5.1.1. Eve: We will need to discuss student achievement at the next BOT meeting.</p> <p>5.1.2. Approving the outstanding in committee minutes to the items for next agenda at the bottom of the minutes. There are two sets - the ones from the original March 1st meeting and the second set from 7 March (the meeting part 2).</p> <p>5.2. Confirm next BoT meeting date - 4th May instead of April 27 which is in the school holidays.</p> <p>5.3. Comments on meeting procedures and outcomes: only 15 mins over! Very efficient.</p>	<p>All</p>	<p>5-10</p>