

Board of Trustees Meeting Agenda – Monday 19th December 2016 7-9pm

Open Meeting: Karakia timatanga:	Policy Reference:	Led by:
<u>1. Administration</u> 1.1 Present: 1.2 Apologies: 1.3 Confirmation of previous minutes		Chair
<u>2. Strategic Decisions</u> 2.1 CoL progress: -Position for lead principal for Taita/SV cluster advertised. Sole eligible applicant declined. Next steps advised. Tabled. -Achievement challenge 2.2 Enrolment Scheme: Pass a motion that BOT is happy to submit a proposal to MOE. 2.3 Governance and Policy 3 year plan 2.4 Health & Safety committee – Review of H&S Policy guidelines. 2.5 Co-opting of BOT members for 2017.		Principal Chair
<u>3 Financial</u> 3.1 2017 school organisation 3.2 2017 draft budget: Updated budget approval sought as new funding information available 3.3 October monthly report. 3.4 Suggest that in 2017, meeting dates set to allow for turnaround time required by Education Services. 3.5 Grant application: Outcomes -Library holiday reading programme. Declined	Finance	Principal / Finance rep Chair Principal
<u>4. Principal report</u> 4.1 School closure re earthquake/loss of power: 14 November 4.2 review Principal report 4.3 ERO: Postponed to Term One 2017 by ERO, following earthquake damage to their building. Advice will be sent by MOE		
<u>5. Curriculum</u> 5.1 Progress reports sent home 5.2 Curriculum teams finalising end of year reports this week. Will be shared with BoT early 2017.		Principal
<u>6. Personnel Appointment progress:</u> - Caretaker - Whanau class teachers - Principal - Reliever for acting principal	Personnel	Principal/ Chair

<p><u>7. Health and safety</u> 7.1 Incident reports: 7.1.2 Incident with child and traylor. Noted in H&S register, process followed 7.1.3 Year Six camp. Child significantly grazed when losing balance on a steep slope. Process followed</p>	Health and safety		
<p><u>8. Business carried over to next meeting:</u></p>			
<p><u>9. In committee:</u> In committee - OIA requests. Progress In committee discussion complete</p>			
<p>Close of meeting : Karakia whakamutunga:</p>			

All reports relevant to be tabled at the board meeting are available from the office on request. Please note that due to closure of Korauui School on 15th December on that day the school office will be open to review the notes from 9-11am, Friday 16/12 and Monday 19/12 office hours are 9am – 3pm.

Note 1:

Correspondence out:

- Regarding OIA request to multiple other parties
- Principal appointment consultant request for expressions of interest

Correspondence in:

- Regarding OIA request for confidentiality
- NZSTA – Independent annual survey for NZSTA
- Responses from Consultants
- CoL Lead Principal progress advice
- NZSTA invoice

Note 2:

Health & Safety: Craig (Staff: Craig G, Karena, Melva)

Civil Defence: Eli, Toni

Curriculum: Rachel, Eli, Gillian

Property: Shane