



MINUTES
BOARD OF TRUSTEES MEETING
held Tuesday 22 February 2022
7pm in the Staffroom

PRESENT Stephen Gough (Chair), Dave Shadbolt (Principal), Rachel Morrison (Dep Chair), Murray Le Grice (Finance), Claire Alger (Staff Rep), Sarah Baddeley and Victoria Tupou.

STAFF Judith Howe (Executive Officer)

APOLOGIES Nil

KARAKIA The meeting opened with a Karakia from Dave Shadbolt.

PRESENTATION:

Julie Rowe, parent of the school, gave a 25-minute presentation via Zoom on the topic of “Structured Literacy”. She spoke of her personal experience with Dyslexia and of her research and ideas, with the intention of providing a deeper understanding of Structured Literacy for the Board.

The Additional Support Sub Committee will meet to discuss what we are trying to achieve. They will then come back to the Board.

School Hall Project: The Board was given a tour of the refurbished school hall. It is all but completed with one more compliance required following the final Council inspection.

1.1 AGENDA

1.2 MOVED by the Chair that the Agenda be ratified.

1.3 HEALTH & SAFETY: It was noted that school opened on 8 February, two weeks ago. A report was included with the Board papers. There are no identified Covid cases as of today.

2.1 MINUTES FROM PREVIOUS MEETING

2.2 MOVED that the Minutes dated 30 November 2021 be confirmed as a true and accurate record with the inclusion of the dates of the Board Zoom discussions held in the interim.
(Victoria Tupou/Claire Alger, Carried)

3.1 MATTERS ARISING FROM PREVIOUS MINUTES:

3.2 The Survey regarding Additional Support will be discussed by the Additional Support Committee.

3.3 MOVED that as per the list in the November minutes ref 6.7 (a) and (b), the ideas be expounded more fully via the School App for parents, to enable them to appreciate the 2022 plan for more teacher aides being employed and the goal. Victoria suggested setting up a google doc so the Board can contribute to this communication.

(Victoria Tupou/Rachel Morrison, Carried)

4.1 CORRESPONDENCE:

**4.2 MOVED that the correspondence list be accepted including the emailed MOE bulletins.
(Murray Le Grice/Dave Shadbolt, Carried)**

5.1 MATTERS ARISING FROM CORRESPONDENCE: Nil

6.1 FINANCE & PROPERTY:

6.2 MOVED that the Statement of Financial Performance as at 31 January be confirmed.

**6.3 MOVED that the tabled 'Comments on Financial Position as at 21 February' be accepted
(Sarah Baddeley/Murray Le Grice, Moved 6.2 and 6.3, Carried)**

7.1 PRINCIPAL'S REPORT

**7.2 MOVED that the Principal's Report for February be accepted:
(Stephen Gough/Murray Le Grice, Carried)**

7.3 It was noted that the school roll is down by 78 compared with this time last year.

7.4 We have been successful in rebooking all the 2022 camps in terms 3 and 4.

7.5 MOVED that the schedule for the Principal's Appraisal be extended to the end of this year at which point a report will be presented to the Board. The interruption to last year was due to Covid Lockdown. Julie Schumacher was appointed for this task, and she will also be appraising the A.P.'s.

(Stephen Gough/Rachel Morrison, Carried)

8.1 PTA - Nil

9.1 WHANAU FONO WORKING GROUP Nil

11.1 ENROLMENT COMMITTEE Nil

12.1 ROLL GROWTH - Nil

13.1 GENERAL BUSINESS

13.2 Dave reported that the setting up of the new 'School Documents' system is underway. When completed a Policy Sub Committee meeting will be arranged. Upon its completion it will be linked to the School website.

13.3 Victoria Tupou discussed the proposed carving over the hall entrance way.

13.4 The Board is broadly supportive of the proposal. Victoria is to seek additional information and report back.

13.5 MOVED that the Charter be rolled over from 2021 (as per MOE guidelines), and that it be approved for 2022.

(Stephen Gough/Murray Le Grice, Carried)

There being no further business the meeting closed at 9.35pm

This Board meeting was followed by an In Committee meeting, refer separate minutes.

CHAIRPERSON: _____ DATE _____

The next board meeting is scheduled for Tuesday 29 March 2022.

