

## Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 22nd August 2022.

**Present:** J Wright, E Finlay, C Henderson, F Nelson, D Brown, E Fisher,

**In attendance:** P Kranz (Minutes Secretary)

**Apologies:** L Ferguson

**Meeting opened:** 7.05 pm



Meeting opened with a Karakia from Damian.

ADMINISTRATION MATTERS	
	Action Required
<p><b>Declaration of Interests</b> None declared</p> <p><b>Confirmation of Minutes.</b> Moved: That the minutes of the Board meeting held on the 4th July 2022 be accepted as a true and correct record. J Wright / F Nelson Agreed</p> <p><b>Correspondence</b> <u>In</u> Letter re employment matter.</p> <p><u>Out</u> None</p> <p><b>Matters Arising From the Minutes</b> Feedback has been received from the CoL meeting outlining its restructuring.</p>	
REPORTS	
<p><b>Principal's Report</b> In addition to his table report Damian mentioned:</p> <p><u>Student-led Conferences</u> The changed format for the student-led conferences is working well and will be kept in place.</p> <p>There was been a very high response rate to the survey, which provided some good usable data.</p> <p>He is seeing positive results against the goals.</p>	

<p><u>Personnel.</u> The new staff are settling in well. He is looking for another Teacher's Assistant, but given the current employment market, filling the role is not going to be easy.</p> <p><b>Health and Safety Report</b> The school has done its part of the planned tree trimming. Network Waitaki's work has been delayed by weather.</p> <p><b>Staff Wellbeing</b> Damian said that several staff members, simply by force of circumstance, are facing some real challenges and pressure. He said the fact that they are so dedicated, and working so hard, meant they are also putting pressure on themselves. However, everyone is being very supportive of each other, and he is doing all he can to support people.</p> <p><u>Principal PLD.</u> The first sessions have helped him get more clarity around what his core personal values are, and how they influence how he works. This has helped him understand how what others value can differ.</p> <p>He was very positive about the training.</p> <p><b>Financial Report</b> Copies of the Board Allocated Funding Report distributed.</p> <p>Damian said it showed that the school is tracking well against its targets, and he anticipated it will continue to do so for the rest of the year.</p> <p>Moved: That the above reports as tabled be accepted. E Finlay / Wright. Agreed</p>	
<b>GENERAL BUSINESS</b>	
<p><b>Policy Reviews</b> (All reviews to have the review date changed, as well as the Board references.)</p>	

<p>600 Administrations Policy No Changes</p> <p>602 Student Equity No Changes.</p> <p>106 Stand Down Policy Damian said this has been completely revised based on the Ministry of Education guidelines.</p> <p>He added that decisions re stand-downs, suspensions, exclusions, and expulsions were not reached lightly, and only after all other options had been exhausted.</p> <p>606: No Changes</p> <p>Moved: That the policies as amended be adopted. F Nelson / C Agreed</p> <p><b>Wellington Camp RAM's</b> The Board noted how comprehensive they are.</p> <p>Moved: That the RAM as tabled be accepted. J Wright / F Nelson Agreed</p> <p><b>Governance Manual – Co-opting of Trustee's</b> Ed outlined his discussions about this with NZSTA.</p> <p>They suggested there be four elected members and two co-opted members. This would help the Board have members with a full range of skills.</p> <p>Doing this would meaning going from the current situation of having three members being elected at each election down to two.</p> <p>Co-opted members do not have to sit for the full three years, but for any time period. So members could be co-opted just for a specific project.</p> <p>While not part of the Governance Manual, electing three members each election is what has been done up till now. Therefore Ed felt there needed to be consultation with the school community about any changes.</p>	<p>Damian / Christina to action.</p>
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<p>The Board agreed that both the changes and the consultation were a good idea, and that Ed should draft something and bring it to the next Board meeting.</p> <p><b>Roll Growth Classroom</b> Damian is meeting with the ministry tomorrow to discuss the time frame for its construction.</p>	Ed to action.
<b>IN COMMITTEE BUSINESS</b>	
<p>Moved: That the public be excluded from the following parts of the proceedings of this meeting, namely: employment matters.</p> <p>The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under <u>section 48(1)</u> of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:</p> <p>The protection of personal privacy and fair contract negotiations.</p> <p>*This resolution is made in reliance on <u>section 48(1)(a)</u> of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by <u>section 6</u> or <u>section 7</u> of that Act or <u>section 6</u> or <u>section 7</u> or <u>section 9</u> of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.</p> <p>E Finlay/ D Brown Agreed</p> <p>The meeting moved into committee at 8.25pm. The meeting moved out of committee at 8.36pm.</p>	
<b>MEETING DATES</b>	
<p><b>Next Board of Trustees Meeting</b> Monday 26th Sept 7.00 pm. Staffroom.</p> <p><b>Next meeting Karakia:</b> Cat</p> <p><b>Home &amp; School:</b> October.</p>	

**Meeting closed:** 8.37.pm

**Signed:** ..... **Date:**.....