

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 26th September 2022.

Present: J Wright, E Finlay, C Henderson, F Nelson, D Brown, E Fisher, L Ferguson, S Butson.

In attendance: P Kranz (Minutes Secretary)

Apologies: None

Meeting opened: 7.06 pm



Meeting opened with a Karakia from Cat

ADMINISTRATION MATTERS	
	Action Required
Declaration of Interests None declared Confirmation of Minutes. Moved: That the minutes of the Board meeting held on the 22nd August 2022 be accepted as a true and correct record. F Nelson / J Wright Agreed Correspondence <u>In</u> None <u>Out</u> None Matters Arising From the Minutes None	
REPORTS	
Principal's Report <u>Appointments Committee</u> Moved: That Damian (as principal) Cat (as Staff representative, Ed (as BoT chair), and Jess and Logan (as BoT member representatives) form the appointments committee. E Finlay /F Nelson Agreed <u>Property</u> Work is currently proceeding.	

<p>Policy and Procedure Reviews</p> <p>Damian outlined the work of Schooldocs a company that provides automatic updates to, and covers all legal compliance issues for, school policy and procedures.</p> <p>While they do charge, it would save the school a significant amount of work. He recommended the school uses it.</p> <p>Moved: The school use Schooldocs for policy and procedure review and development. D Brown / J Wright Agreed</p> <p>Ministry of Education Funding</p> <p>Damian outlined the documentation and figures received from the MoE re funding, and he outlined the level of funding he anticipated.</p> <p>Moved: That the school opt in to the Ministry of Education donations funding scheme from 2023. E Finlay / D Brown Agreed</p> <p>Health and Safety Report</p> <p>Nothing to note</p> <p>Staff Wellbeing</p> <p>Damian and Cat both said the stress levels have reduced since last month. Cat said that the reduced mask-wearing requirements had helped.</p> <p>Staffing</p> <p>Damian outlined the current situation. He said that while the situation with core staff was stable, it was more challenging with support staff, though better than at many schools right now.</p> <p>Financial Report</p> <p>Tabled as read.</p> <p>Moved: That the above reports as tabled be accepted. E Finlay /L Ferguson Agreed</p>	

GENERAL BUSINESS	
<p>Policy Reviews (All reviews to have the review date changed, as well as the Board references.)</p> <p><u>603 Recognising Bi-culturalism.</u> Item 3: Add: What is important to particular whanau in terms of tikanga. Item 4: Add: regular consultation.</p> <p><u>604 Privacy of Information Procedure.</u> No changes</p> <p><u>605 Procedure for Policy Development</u> No changes</p> <p>Moved: That the policies as amended be adopted. E Finlay/ L Ferguson Agreed</p> <p>Strategic Plan Points discussed:</p> <p><u>Kapa Haka</u>: Damian said there had been really good feedback from all quarters about this.</p> <p><u>Learning in different contexts</u>: Damian said the Year 8 camp was very successful, The range of activities meant that everyone found something they were successful at, or were enthusiastic about. He was very proud of the students, their willingness to participate, and their behavior.</p> <p>Governance Manual, Co-opting of Trustees Ed read out the text he has prepared for the community consultation on the proposed changes. The Board approved the text.</p> <p>Agreed that this consultation be conducted and the results brought back to the next BoT meeting.</p> <p>Board Survey Ed has distributed this and asked members to complete it.</p> <p>Maori Achievement Collaborative Conference.</p>	<p>Damian/School Secretary to action</p> <p>Ed to action.</p>

This will be from the 31st Oct to the 2nd of November in Auckland. Damian going to this.	
MEETING DATES	
Next Board of Trustees Meeting: 7th Nov, 7.00 pm. Staffroom. (Following meeting: 14th December).	
Next meeting Karakia: Logan.	
Home & School: Tuesday 25th October.	

Meeting closed: 8.31.pm

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