

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 9th November, 2021.

Present: J Wright, E Finlay, C Cochrane, F Nelson, I Elliot, D Brown. E Fisher

In attendance: P Kranz (Minutes Secretary)

Apologies: L Ferguson

Meeting opened: 7.00 pm



Meeting opened with a Karakia from Cat.

ADMINISTRATION MATTERS	
	Action Required
<p>Declaration of Interests None declared.</p> <p>Confirmation of Minutes. Moved: That the minutes of the Board meeting held on the 21st of September be accepted as a true and correct record. E Fishe / E Finlay Agreed</p> <p>Correspondence <u>In</u> None <u>Out</u> None</p> <p>In Committee Matters Moved: That the public be excluded from the following parts of the proceedings of this meeting, namely, staffing. The reason being to protect the privacy of the individuals involved, and to protect fair contract negotiations.* E Finlay / D Brown Agreed.</p> <p>*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 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>	

The meeting moved into committee at 7.10pm.

Moved out of committee 7.16

Matters Arising From the Minutes

Damian said that Danique has applied for the position of cross-school teacher with CoL.

This would mean she'd be away from the school for an average of four afternoons a week, though this may be taken in blocks). It would be for a two-year period. There is funding to provide cover her absences.

He supported her applying for the role and felt it would be good both for her and for the school.

Moved: That the Board supports Danique's application for the cross-school teacher position with CoL.

E Finlay / D Brown
Agreed

Buses/ Transport

Damian updated the Board on the situation, which was very unsettled. He said he was keeping parents informed and expressed his appreciation for how they are helping out.

The Board was of the view that while an informal interim solution is all that is possible right now, longer-term whatever solutions there are will need to be within a more formal structure.

Damian to work on.

REPORTS

Principal's Report

In addition to a general discussion on Damian report the following were discussed in more detail:

Christina's Leave Cover

It was agreed that the school now advertise the position.

Asbestos Survey.

<p>with funding for a teacher's aide to help run the STEM program in the first term next year.</p> <p>Moved: That the above reports be accepted F Nelson / I Elliott Agreed</p>	
<p style="text-align: center;">GENERAL BUSINESS</p>	
<p>Policy Reviews</p> <p>309 Leave of Absence Procedure</p> <p>310: Staff Appraisal Procedure. It was felt that this needed extensive revision. Damian to work on this over the coming week and distribute it by email to Board members.</p> <p>312 Professional Development Procedure</p> <p>To be reworded to say that adequate funding will be budgeted to enable the principal and staff to enact the strategic plan.</p> <p>Specific bullet points descriptions to be removed.</p> <p>Hautū Strategic Action Planning</p> <p>The discussion focused on the issues of engagement, input, and representation.</p> <p>The question of what kind of engagement and representation at Board level is wanted by the Maori community was discussed.</p> <p>In response to the question of whether the school actively sought Maori voices Damian said he felt a significant effort was being made to do so, and outlined what was being done.</p> <p>He said the small numbers of students and families who identified as Maori affected the situation, perhaps causing some hesitancy at coming forward. He said, however, that his open-door policy was well known by all parents.</p> <p>Next meeting to look at pages 7, 11, and 12.</p> <p>Strategic Plan The draft strategic plan was distributed; some of</p>	<p>Damian to action.</p> <p>Damian / Christina to action</p>

<p>the final data for the year has not yet been received.</p> <p>Discussion on the leadership program. The Board felt it was important to note that while the year eight students had a specific leadership program, leadership should also be encouraged and acknowledged at all levels of the school.</p> <p>One point made during the discussion was the need to focus on the development of leadership skills more than on outcomes.</p> <p>Damian to work with Christina to prepare a 'parent/guardian friendly' version to be put on the school website.</p>	<p>Damian/ Christina to action</p>
MEETING DATES	
<p>Next Board of Trustees Meeting Tuesday 14th December 7.00 pm. Staffroom</p> <p>Next meeting Karakia: Cat.</p> <p>Home & School: Wednesday 10th November</p>	

Meeting closed: 8.45.pm

Signed:

Date: 9/02/2022.

