



## The Board of Trustees Meeting Monday 7th November 2022

**PRESENT:** Alan Bauchop, Joanna Clark, Sarah Dempster, Beatrice Lee, Tara O'Neill, Rebecca Williams.

**APOLOGIES:** Heather Owen.

### **Actions from previous minutes:**

The roles and responsibilities of the Board are now confirmed as follows:

Property: Now changed from Williams to Dempster

School House Property Manager: Dempster

Health & Safety: Confirmed as Clark

Finance: Bauchop

**ACTION:** Carried over from the previous meeting. O'Neill to organise some further training from NZSTA

### **MINUTES FROM THE PREVIOUS MEETING**

**Motion:** The minutes from the previous meeting are accepted as a true representation of that meeting.

**Moved:** Clark **Seconded:** Williams

### **CORRESPONDENCE**

The Board reviewed the correspondence including, the sewerage system update from a recent investigation by Intergroup.

**Motion:** That the Correspondence is received.

**Moved:** Dempster **Seconded:** Bauchop

### **POLICY & SELF REVIEW**

Under review all year is the policy for Emergency, Disaster and Crisis Management. As part of the Emergency Management Plan, the school took part in the national ShakeOut earthquake drill in October.

The sunsmart policy was reviewed and updated to read that children don't have to wear a school hat and can bring a hat from home.

The policies under review for Term 4 are; Health, Safety and Welfare, as well as Digital Technology and Cybersafety. Teaching staff went to a Netsafe seminar this term and the Principal reported on some key information learnt there. The Digital Technology and Cybersafety policy was expanded to include cell phones or similar devices. The Board updated the cell phone section of the policy and removed the Bring Your Own Device section.

**ACTION:** Health, Safety and Welfare will be reviewed at the next meeting.

**PRINCIPAL'S REPORT**

The Board discussed the Principal's Report including; the roll and classes for 2023, staffing for 2023, learning spaces, the Year 7-8 programme and engaging the whanau.

**Motion:** The Principal's Report is received with thanks.

**Moved:** Clark    **Seconded:** Lee

**Clark left the meeting at 19:30**

**GENERAL BUSINESS**

O'Neill communicated with the Board the coming ERO (Education Review Office) visit.

**FINANCIAL REPORT**

**Motion:** The Board approves the 2022 budgeted Statement of Financial Position 2022 and budgeted Statement of Cash Flows, which are both derived from the Board's approved 2022 Operating and Capital Budget.

**Moved:** Williams    **Seconded:** Dempster

**Motion:** The Board accepts the financial report from Solutions & Services for September 2022.

**Moved:** Williams    **Seconded:** Bauchop

**Lee left the meeting at 19:50**

**HEALTH AND SAFETY**

The next Health and Safety committee meeting is booked for Tuesday 8th November.

**The Board went In Committee at 19:55**

**The Board went out of In Committee at 20:05**

The next hui is scheduled for Monday 12th December at 17.45

**MEETING CLOSED: 20:06**

Presiding Member



Date

12/12/22

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