

BoT MEETING MINUTES June 28th 2022 @6:30 pm Secretary: Sean	Led by	Time (mins)
<p>1. Administration</p> <p>1.1. Roll call - Gary, Elenor, Elaine and Sean</p> <p>1.2. Declaration of interests none</p> <p>1.3. Confirmation of previous minutes - Confirmed</p> <p>1.4. Correspondence In Ministry of Education: re 2023 staffing School board elections CES/Leading Edge re takeover</p> <p>1.5. Meeting planning</p>	Shaun & Jackie	20
<p>2. Matters Arising</p> <p>2.1. Review of actions from previous minutes</p> <p>2.1.1 Discussion about how to also gather the parent body about our school's special character and culture. How to proactively support that, for example, with Elaine having an opportunity to talk about Kaupapa, History, Culture - open to it.</p> <p>2.1.2 Water Filter discussed and is wanted by the parent body. Fay and Jackie to follow up - Unable to be added in to the plans at this stage. Could a tap filter be added on? Stand alone water filter unit</p> <p>Deferred actions</p> <p><i>Nag 3</i> Conflict of Interest no changes suggested</p> <p>5.1.1. Nag 3 Confidentiality no changes suggested - Confirmed</p> <p>5.1.2. Nag 3 Privacy no changes suggested - Confirmed</p> <p>5.1.3. Nag 3 Non-Principal Performance Appraisal no changes suggested - Confirmed</p> <p>5.1.4. Nag 3 Professional Development no changes suggested - Confirmed</p> <p>5.1.5. <i>Nag 3</i> Staff Appointments Policy Changes made in yellow highlight - approved</p>	Shaun	10

<p>3. Discussions & Decisions</p> <p>3.1. Staff and Principal Check in - How can we prevent burnout of the staff at Timatanga. 3 ½ days contact - Elaine: is there a place for re-reviewing the commitment made at the enrolment process - ongoing monitoring? Support? Elenor - Is the curriculum clear enough. 'the Timatanga way' Elaine - Formal/informal culture, what are we passing on?</p> <p>Parent Meeting - How do we support the growth of the roll? How can we support Timatinga to be an environment that attracts positive new families?</p> <p>3.2. Fay as Returning Officer - Confirmed</p> <p>3.3 Annual Report - Tabled</p> <p>3.4 Policies for Review</p> <p>3.4.1 Relationship BOT principal - Approved</p> <p>3.4.2 NAG3 Responsibilities of the Principal Policy - Approved</p> <p>3.4.3 NAG3 Reporting to the Board Policy - Approved</p> <p>3.4.4 NAG3 Principals Performance Management Policy - Approved</p> <p>3.4.5 Code of Conduct - Approved</p> <p>3.4.6 BOT roles responsibilities - promoting courses and giving training, consciously look out and share training opportunities - Update induction pack (include description of relationship between school and proprietors) - Approved</p> <p>3.4.7 BOT Conflict of Interest Register - Approved (Each Trustee please fill in individually)</p>	<p>Jackie</p> <p>Jackie</p> <p>Jackie</p> <p>Sean</p>	<p>20</p> <p>15</p> <p>15</p> <p>45</p>
<p>4. Ongoing Monitoring</p> <p>4.1. Proprietors report - phoenix plam/oak tree maintenance. Student fees shortfall, Clarifying proprietors reps numbers - Eve/Jackie</p> <p>4.2. Principal's report -</p> <p>4.1. Parent meeting report</p> <p>4.3. Property maintenance</p> <p>4.4. Financial Update</p> <p>4.5. Enrollments - Discussion around filling the roll</p> <p>4.6. Staffing - Front footing the role conversation - Hiring of staff members with unclear roll numbers, ministry contact - Eve?</p>	<p>Elaine</p> <p>Jackie</p> <p>Jackie</p> <p>Jackie</p> <p>Jackie</p> <p>Jackie</p>	<p>10</p> <p>10</p> <p>5</p> <p>5</p> <p>5</p> <p>5</p>
<p>5. Meeting Closure</p> <p>5.1. Identify agenda items for next meeting</p> <p>5.2. Confirm next BoT meeting dates - 27th July</p> <p>5.3. Comments on meeting procedures and outcomes - Bringing Eve back gently, rebuild relationships, take the role on in a staggered role.</p>	<p>All</p>	<p>5-10</p>

Considering the performance review, ongoing monitoring of health and well being.		
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