

BoT Meeting Agenda November 2 2022 @6:30 pm Minutes:	Led by	Time (mins)
<p>1. Administration</p> <p>1.1. Roll call: Shaun, Jemma, Gary, Jackie, Robert, Elaine, Elanor</p> <p>1.1.1. Eve and Kerry sent apologies</p> <p>1.1.2. Keith Langton: Observing</p> <p>1.2. Declaration of interests : none</p> <p>1.3. Confirmation of previous minutes:</p> <p>1.3.1. Accepted as minuted</p> <p>1.4. Correspondence In:</p> <p>1.4.1. Correspondence from Ministry of Education guaranteeing staffing levels through to next year.</p> <p>1.5. Meeting planning</p>	Shaun & Eve	20
<p>2. Matters Arising</p> <p>2.1. Review of actions from previous minutes</p> <p>2.1.2 MoE: Important Update: roll staffing for 2023 confirmed at 26 (2.30 teachers assured).</p> <p>EVE TO DO: write to parents to re-assure around the guaranteed staffing and alleviating any concerns for staffing allocations - Done</p> <p>2.1.2</p>	Shaun	10

<p>3. Discussions & Decisions</p>		
<p>3.1 New Members of the Board. Crossover Period. Role of Secretary and Chair NZSTA Training Discussion around best meeting times for the new group. Action: Elanor to create Doodle Poll Penciled in as possibility: Thursdays, 6:30-8:30 Next proposed: Thursday, 24th of November or December 1st</p>	<p>Elaine/Shan un Shaun/Elan or Eve/Shan</p>	<p>20 30 10</p>
<p>3.2 Discussion around Stuff Website Article - Our Processes, Complaints process, Moving forward. The Board of Trustees discussed the Stuff article. The Board reviewed and then re-affirmed that we followed our procedure and policy properly. We also discussed the poor quality of journalism demonstrated by Stuff Ltd in pursuing and publishing the article. The article lacked research, substance and balance. Beyond factually misquoting of the Principal, it also misleads readers by sensationalist implications – unfairly naming and targeting us as a small school and making unfounded insinuations with regards to the surrounding resident community and our special character, and disregards the wellbeing of children in our school. The Board and Principal have received several concerned emails and phone calls from parents and people in the community after the publication of the article, and it has caused unnecessary stress. Action: This will be discussed further with Eve and we will consider writing a letter to the editor of Stuff to outline our concerns with their standards of journalism in this case. Further concerns could be brought to the Children’s Commissioner for the way Stuff Ltd has conducted itself.</p>	<p>Eve</p>	<p>25</p>
<p>3.3 Staffing - Minimum Staffing Levels on Site BOT discussed and agreed that there should be a minimum of 1 paid teacher and at least one other paid staff person (whether qualified teacher or other staff), in order to ensure the safety of the students and school.</p>		
<p>3.4 NAGS NAG 2 Enrolment scheme.docx Both enrollment NAGS referred for further exploration of special character NAG 2 new Enrolments.docx NAG 5 Hazard Procedure.docx - Accepted with changes NAG 5 Road and carpark Safety.docx - Accepted with changes NAG 5 school trips procedure.docx - Accepted with changes</p>		

4. Ongoing Monitoring			
4.1.	Proprietors report:		
4.1.1.	Elaine underscored the difficulty at the moment for Fay and others of sourcing contractors for improvements and alterations.	Elaine	20
		Eve	30
		Eve, Elanor	20
4.1.2.	Elaine to be invited to share some of the relationship story between school and community with a parents meeting early in 2023	Jackie	10
		Jackie	10
		Jackie	5
		Eve	5
4.2.	Principal's report:		
4.2.1.	Review of budget draft and current position		
4.1.	Parent meeting report:		
4.3.	Property maintenance		
4.4.	Financial Update Draft budget discussed and approved. Jackie and Eve thanked for their work on this.		
4.5.	Enrollments One family ready for interviews following their 5 visits.		
4.6.	Staffing To continue at same current level for 2023		

5. Meeting Closure			
5.1.	Identify agenda items for next meeting	All	5-10
5.2.	Confirm next BoT meeting dates: Thursday, December 1st, 2022 - 6:30pm-8:30pm		
5.3.	Comments on meeting procedures and outcomes		