| **BoT Minutes March 1st 2022 @5:30 pm - 9.16pm Held via Zoom** | **Led by** | **Time**  **(mins)** |
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| 1. **Administration**   **Roll call : Eve, Elaine, Jackie, Robert, Jo, Sean, Gary joins 6.20pm**  **Declaration of interests**  **Confirmation of previous minutes**  outstanding minutes from Sept 22 2021  In Committee minutes from Oct 10 2021  In Committee minutes Oct 18 2021  Minutes from Dec 1 2021  Minutes from last meeting Feb 2 2022  **Correspondence In**  **Meeting planning -** | Shaun & Eve | 15 |
| 1. **Matters Arising**   **Review of actions from previous minutes**   * + 1. BoT to decide how to fill parent rep spaces/secretary. Jo will do one more BoT meeting. Jo will follow up with NZSTA re-electing 2 new parent reps. **Decisions below**     2. Eve recommends that the BoT co-opt 1 person to fill this until the selection at the Sept elections. BoT Discussion.     3. Elaine will ask Fay re whether she is ok to act as returning officer. (Fay is happy to do this - confirmed during meeting) Sean will check with parents re those wanting to be on the BoT. He will let them know that if only one person does, they may be co-opted and if two people do, they may be elected unopposed. If we get more than this, the BOT will decide then how to best proceed. In any case whomever joins the BoT at this time will only be representative until the Sept elections. BoT agree on this process.     4. Before the next meeting BoT members are to read about the colored card system to help make decisions. Eve to add to folder for next meeting.   **Deferred actions**  New financial service provider coming up - deferred  Health and Safety Review - deferred till next meeting (not complete).   * + - 1. H&S for T1 outstanding. Draft to be completed in next few days, and finalised after the next parent meeting.       2. Decision re having parent help for next 2 weeks discussed. Useful at this time and discussion will be had with parents. Eve to let parents know of meeting planning topic and how we will move forward around reviewing and making agreements for this. **See 3.1.1.** | Jo  Eve  Eve | 5  10 |
| 1. **Discussions & Decisions**   COVID RED, Phase 3 H & S Planning  Health and Safety - risk and benefits analysis  Decision was taken by the Principal in consultation with Shaun to take a break from school for 3 days. Kaupapa was not followed -In future only decisions made with BoT consensus will be advertised as a decision made by the BoT. Eve made the decision for 3 main reasons; covid cases being in our community, as well as a disconnection within the community, where relational trust has been broken by undue risks being taken, combined with the rapid rise in covid cases at large.  Elaine advises that covid is not just spread from parents, it is also present in the TT community. She recalls the Summerhill motto that freedom is not freedom with licence, but freedom with responsibility.  Shaun speaks to the R rating in school, which is higher than in Auckland at large. Important to look at how we can reduce this.  Other BoT members speak to the topic.  BoT H&S to re-focus now that people going to gatherings over 25, and discussion of impact of cv on community.  BoT reads over Eve’s proposed letter from BoT to parents. Two things to consider   1. reducing passing on of Covid & 2. protecting the special character of the school.   Community resilience - deferred  responses - N/A  Khaz’s complaint - deferred  Eves Letter - see 3.1.1  Operational matters in Phase 3   * + - 1. Decision taken: there must be a 2 Staff minimum to run school onsite.       2. Sean and Robert available as Staff help.       3. Outdoor school only at this time       4. Jackie will follow up re accessing RAT tests for the school. BoT approves use of this for staff at staff discretion.       5. Sean to send letter to Parents re BoT decisions around operational restrictions at school.       6. Eve to update our H&S document tomorrow morning, all BoT members to view and approve/feedback by 6pm tomorrow.       7. Sean will be at school tomorrow with Kate, to bring staff levels up to 2.   BOT Elections - see 2.1  Charter 2022 - deferred  Set meeting dates and times for 2022 - deferred  Covid levels update + vaccine mandate clarification - deferred | Sean  Eve  Jo | 75  10  15 |
| 1. **Ongoing Monitoring**    1. Proprietors report    2. Principal’s report    3. Parent meeting report    4. Property maintenance    5. Financial Update -    6. Enrollments - deferred    7. Staffing | Elaine  Eve  Eve / Jackie  Eve / Jackie  Eve  Eve | 10  10  15  5  10  10 |
| 1. **Meeting Closure**    1. Identify agenda items for next meeting   Health and Safety Review - deferred till next meeting (not complete).  Covid levels update + vaccine mandate clarification   * 1. Confirm next BoT meeting dates - Next Meeting Monday 7 March 6pm - adjunct to this meeting.   2. Comments on meeting procedures and outcomes | All | 5-10 |