| **BoT Agenda May 25th 2022 @6:30 pm** | **Led by** | **Time**  **(mins)** |
| --- | --- | --- |
| 1. **Administration**    1. **Roll call**       1. **Present on zoom: Elanor, Elaine, Shaun, Jackie, Robert - (Gary arriving late)**    2. **Declaration of interests - None**    3. **Confirmation of previous minutes - Accepted**    4. **Correspondence In: Jackie: UHY have sent draft audit for review**    5. **Meeting planning** | Shaun & Jackie | 15 |
| 1. **Matters Arising**    1. **Review of actions from previous minutes**   2.1.1 Property maintenance   * Fay, Bill and Rohan did an inspection of property and have some areas that they will follow through on   1. **Deferred actions**   2.2.1 BoT Policy review first read  1.1.1 NAG 4 Community Plant Care: accepted without change  1.1.2 NAG 4 IT Administration: accepted without change  1.1.3 NAG 5 Animal Welfare: accepted with 1 minor change  1.1.4 NAG 5 Behaviour Management: accepted without change  1.1.5 NAG 5 Outside play: accepted with minor changes  1.1.6 NAG 5 Playground Traffic Safety Policy: accepted without change  1.1.7 NAG 5 Playground Traffic Safety procedure: accepted without change  1.1.8 NAG 5 Road and Carpark Safety: accepted with minor changes  1.1.9 NAG 6 Attendance: accepted with minor change  1.1.10 NAG 6 Use of School Buildings: accepted without change | Shaun | 30 |
| 1. **Discussions & Decisions**    1. Staff and Principal Check in:       1. Acting Principal: Term is ticking along with a diversity of activities: Sue Art making, Parkour/Circus, etc.       2. There seems to be a lot going on and the school has a good feeling amongst the students and parents.    2. Matariki Celebration Decision       1. Survey results came back clearly with preference for date, food choices and timing of the evening.       2. Residents and parents will be notified about the details of the celebration.    3. Supporting Our New Junior Room Teacher - Charter Target       1. Discussion around the ways Jackie is supporting Kate through her formal mentoring role and now transferring to Shaun for that mentoring role.       2. Shaun to send out communication to junior room parents to help them understand how to work through the mentoring process with him and how to continue to support Kat’s induction into school.       3. 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 abou Kaupapa, History, Culture. | Jackie  Elenor  Shaun/Jackie | 20  15  15 |
| 1. **Ongoing Monitoring**    1. Proprietors report: quick update:       1. Fay and Jackie doing a lot of work chasing quotes and information required to submit kitchen funding application.       2. The kitchen fitout will still occur in the holidays.       3. Update on roof. Council consent will be required to complete the work and that may take some more time.    2. Principal’s report:    3. Parent meeting report: Supporting new parents with setting up and supporting play. Fundamental focus for T2 across the school community. Water Filter discussed and is wanted by the parent body. Fay and Jackie to follow up    4. Property maintenance    5. Financial Update    6. Enrollments    7. Staffing | Elaine  Jackie  Jackie  Jackie  Jackie  Jackie | 10  10  5  5  5  5 |
| 1. **Meeting Closure**    1. Identify agenda items for next meeting:       1. *Nag 3* Conflict of Interest no changes suggested       2. *Nag 3* Confidentiality no changes suggested       3. *Nag 3* Privacy no changes suggested       4. *Nag 3* Non-Principal Performance Appraisal no changes suggested       5. *Nag 3* Professional Development no changes suggested       6. *Nag 3* Staff Appointments Policy Changes made in yellow highlight       7. *Nag 3* Staff Appointments Policy no changes suggested    2. Confirm next BoT meeting dates - 28th June    3. Comments on meeting procedures and outcomes | All | 5-10 |