




# Reporoa Primary School

## Board of Trustees meeting agenda/minutes 21st September, 7pm Staff room

Agenda Item:	Minutes:	Time
<b>1. Administration</b>	<b>Karakia</b> Rapua te huarahi whanui Hei ara whakapiri I nga iwi katoa I runga I te whakaaro kotahi	5 mins
1.1 Present	Richelle McDonald, Kate Bowron, John Guyton, Kane Polyblank, Nikkole Fell	
1.2 Apologies	Megan Smith	
1.3 Declaration of interests		
1.4 <i>Motion: Move that the above items be accepted</i>	<b>Motion : Move that the above items be accepted</b> <b>Moved: Kate</b> <b>Seconded: Richelle</b>	
	<i>Watch "Governance and Management - one vision, two roles" on Vimeo:</i> <a href="https://vimeo.com/481388920?ref=em-v-share">https://vimeo.com/481388920?ref=em-v-share</a>	
<b>2. Strategic Decisions</b>		
<b>2.1 Framework wording</b> motion the updates that have been made.	Change 'chair' to 'presiding member' throughout the document.  Kate and Richelle to update the Framework to the Education Act 2020.  Add trustee skills analysis form.	20 mins
<b>2.2 BoT representative for 100 celebration</b>	NZSTA advice - the BOT should not run the event, a committee should. However, the BOT would likely have someone on the committee to make sure communication is clear. If there is disagreement on this, go to a vote.  The Whanau group have delegated a member and have set up an email address that they will monitor.  Board members consider if they would like to join the committee and report back to the board.	



<b>4.2 Accessing School Docs</b> - quick how to navigate and use <ul style="list-style-type: none"> <li>- Review together</li> </ul> <b>4.3 Board Induction Process</b> - how did it go what could we do better		
<b>6. Public Excluded Discussion</b>		
		15 mins
<b>7. Administration</b>		
<b>7.1 Confirmation of minutes</b> - corrections to be made	<b>Motion: Move to accept the previous minutes as true and accurate.</b>  <b>Moved: Richelle</b> <b>Seconded: Kane</b>	2 mins
7.2 Correspondence	Education Gazette - Aug and Sept Editions	
<b>8. Meeting closure</b>		
8.1 Comments on meeting procedures and outcomes		2 mins
8.2 Preparation for next meeting	Tuesday 8th November 2022, 7pm in the Staffroom.	
BOT Chair Signed:	Date: 21 September 2022   Kate Bowron	