

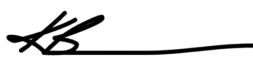


Reporoa Primary School

Board of Trustees meeting agenda/minutes 6th December 2022, 7pm Staff room

Agenda Item:	Minutes:	Time
1. Administration	Karakia 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, Megan Smith, Reece Williams Speaking rights to Gemma	
1.2 Apologies		
1.3 Declaration of interests		
1.4 <i>Motion: Move that the above items be accepted</i>	Motion: Move that the above items be accepted Moved: Kate Seconded: Richelle	
2. Strategic Decisions		
2.1 Data Report	Gemma and Nicole presented the data report.	20 mins
2.2 Framework wording motion the updates that have been made.	Motion: Move that the changes to the wording in the Framework have been made. Moved: Kate Seconded: Nikkole	
2.3 School pool	Richelle will write up a pool use contract and will email out to board members for approval and motion.	
2.4 New assurances yearly plan from schooldocs (Motion to accept)	Motion: Accept the new assurances yearly plan from schooldocs. Moved: Richelle Seconded: Kate	
3. Monitoring		

<p>3.1 Principal's Report Table as read, cover the following:</p> <ul style="list-style-type: none"> a) Health and Safety b) Property c) Budget d) Kahui Ako e) MinsCompliance <p>3.2 Financial</p> <p>3.3 Principal performance agreement</p> <p>3.4 Accessing School Docs</p>	<p>Motion: Move to accept the Principal's Report including the above items, a, b, c, d and e Moved: Reece Seconded: Kate</p> <p>Motion: Move to accept that our strategic plan and aims roll over to 2023. Moved: Richelle Seconded: John</p> <p>Motion: Move that we redirect our upgrade of room 5 & 6 to the 10YP. Moved: Megan Seconded: Kane</p> <p>Discussion around the financial report and variation from the budget.</p> <p>The corrugated fence behind the swimming pool is dangerous and needs replacing. Motion: To replace the corrugated fence behind the swimming pool. Moved: Richelle Seconded: Kate</p> <p>Some of the trees around the school have rot and are in need of tidying up. Richelle to send out an email quotes to board members to review and motion so we can get this done over the school holidays.</p> <p>Motion: Move to accept the summary report Moved: Kate Seconded: Reece</p> <p>Richelle gave a quick how to on use and navigation of school docs.</p> <p>Reviewed Health, Safety and Welfare policy.</p>	<p>30 mins</p>
<p>4. Strategic Discussions</p>		
<p>4.1 Camp proposals x2</p>	<p>Motion: The proposals for the Year 3 & 4 camp and the year 5 & 6 camp are accepted. Motion: Richelle Seconded: John</p>	<p>5 mins</p>
<p>5. Identify agenda items for next meeting</p>		

<p>2.3 Delegations Property - Kane, Paul, Nikkole Finance - Kate and Megan Health and Safety - John, Kane, Nikkole Iwi rep - Megan Current appointment process - Kate</p> <p>4.2 Accessing School Docs - quick how to navigate and use - Review together</p> <p>4.3 Board Induction Process - how did it go what could we do better</p> <p>4.4 Add trustee skills analysis form.</p> <p>4.5 Team building</p> <p>4.2 Wishlists</p> <p>Work Plan</p>		2 mins
6. Public Excluded Discussion		
		15 mins
7. Administration		
7.1 Confirmation of minutes -	Motion: Move to accept the previous minutes as true and accurate. Moved: Richelle Seconded: Kane	2 mins
7.2 Correspondence	Starters & Strategies - Term 4 2022 Education Gazette - Oct & Nov 22	
8. Meeting closure		
8.1 Comments on meeting procedures and outcomes		2 mins
8.2 Preparation for next meeting		
BOT Chair Signed:	Date: 6th December 2022  Kate Bowron	