



# Reporoa Primary School

## Board of Trustees meeting agenda/minutes 4th April 2023, 6:30pm Staff room

Agenda Item:	Minutes:	Time
<b>1. Administration</b>	<b>Karakia</b>	5 mins
	Rapua te huarahi whanui Hei ara whakapiri I nga iwi katoa I runga I te whakaaro kotahi	
1.1 Present	Richelle McDonald, Kate Bowron, John Guyton,, Nikkole Fell, Reece Williams,	
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: richelle</b> <b>Seconded: kate</b>	
<b>2. Strategic Decisions</b>		20 mins
<b>2.1 Delegations</b>		
Property - Kane & Reece Finance - Megan? & Kate, John Health and Safety - Kane, Nikkole Iwi rep - Megan/ Richelle Current appointment process - All board members excluding the principal and staff representative. Staff Rep - Nikkole Behaviour - Any two BOT members plus the principal	John has suggested that he work with each group to come up with terms of reference. Will bring to the next meeting.	
<b>2.2</b>	The 10YPP can only cover the roofing part of this project. Is the BOT happy to resume the	

<p>Room 5% upgrade</p> <p><b>2.3 Restraint</b></p>	<p>plan to upgrade it out of our funds?</p> <p><b>Motion: That we continue with the R5/6 upgrade out of BOT funds up to 120K, excluding the roofing which will come out of 10YPP.</b></p> <p><b>Moved: Reece</b>  <b>Seconded: Nikkole</b>  <b>Passed: All</b></p> <p><b>Motion: That we give permission for Becky to apply restraint in situations of clear and imminent danger for Maddie for H&amp;S purposes.</b></p> <p><b>Moved: Kate</b>  <b>Seconded: Kane</b>  <b>Passed: All</b></p>	
<p><b>3. Monitoring</b></p>		
<p><b>3.1 Principal's Report</b>  Table as read, cover the following:</p> <ul style="list-style-type: none"> <li>a) Health and Safety</li> <li>b) Property</li> <li>c) Finance</li> <li>d) Kahui Ako</li> <li>e) MinsCompliance</li> </ul> <p><b>3.3 Principal Performance Agreement</b></p> <p><b>3.4 physical Restraint Rules</b></p>	<p><b>Motion: Move to accept the Principal's Report including the above items, a, b, c, d and e</b></p> <p><b>Moved: Kate</b>  <b>Seconded: Kane</b>  <b>Passed: All</b></p> <p>Question - when can Richelle stop writing the Finance, Health&amp;Safety, Property reports?  After the terms of reference are complete.</p> <p>.</p> <p><a href="#">PRINCIPAL PERFORMANCE AGREEMENT 2023</a></p> <p><b>Motion: Move to accept the PPA for 2023</b></p> <p><b>Moved: Nikkole</b>  <b>Seconded: Reece</b>  <b>Passed: All</b></p>	<p>30 mins</p>
<p><b>4. Strategic Discussions</b></p>		
<p><b>4.1 Board Induction process</b> - how did it go, what could we do better.</p> <p><b>4.2 Wishlists</b></p>	<p>Folders made, met with new members, question session was held.</p> <p>Questionnaire - email out to new members? (Kate)</p> <p><a href="#">Staff Wishlist</a></p> <p>Please discuss and prioritise into Ops Grant, BOT funded, Whanau Group funded, or No Thanks.</p> <p>List to go to Whanau Gp. Quotes to be gathered for BOT items.</p>	<p>5 mins</p>

<b>4.3 Health Curriculum Community Consultation Survey</b>	A copy of the 2021 survey is in the folder in this drive. Does the BOT want to address the Health questions within a curriculum survey later in the year in the same format? September - 2022	
<b>5. Identify agenda items for</b>		
<b>5.1 Senco report</b>  <b>5.2 Restraint Policy</b>	Does the BOT want this done for 2022? No. SENCO - Outline from Nikkole at next meeting.  Motion the new policy	2 mins
<b>6. Public Excluded Discussion</b>		
		15 mins
<b>7. Administration</b>		
<b>7.1 Confirmation of minutes -</b>	<b>Motion: Move to accept the previous minutes as true and accurate.</b> <b>Moved: Reece</b> <b>Seconded: Richelle</b> <b>Passed: All</b>	2 mins
<b>7.2 Correspondence</b>  <b>Industrial Action</b>	Letter to the BOT (see folder in drive)	
<b>8. Meeting closure</b>		
8.1 Comments on meeting procedures and outcomes		2 mins
8.2 Preparation for next meeting	9th May	
BOT Chair Signed:	Date:  Kate Bowron 	