



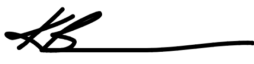
Reporoa Primary School

Board of Trustees meeting agenda/minutes

1 August 2023, 6:30pm 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, Nikkole Fell, Megan Smith, Kane Polyblank, Reece Williams, John Guyton	
1.2 Apologies		
1.3 Declaration of interests		
1.4 Speakiing rights	Speaking rights to Gemma	
1.4 <i>Motion: Move that the above items be accepted</i>	Motion: Move that the above items be accepted Moved: Richelle Seconded: Megan Passed: All	
1.5 review to do		
2. Strategic Decisions		
2.1 Code of conduct	https://www.education.govt.nz/school/boards-information/boards-of-schools-and-kura/code-of-conduct/ All board members to read over the code of conduct and sign the bottom.	20 mins
2.2 Te Mahau - School planning and reporting	https://drive.google.com/drive/u/0/folders/1Txn_nBXBuv54PXi8xb8HE6GqIbrm-jRp Toolkit This will be worked through between now and christmas. This is broken down into sections as follows: <ol style="list-style-type: none">1. Prepare your planning - This meeting2. Understand who is in your community - This	

	<p>meeting</p> <ol style="list-style-type: none"> 3. Engage with the community - 4. Draft plan - Last meeting 2023 5. Share your plans - First meeting 2024 <p>As a first step towards this the Board needs to complete the Te Tiriti O Waitangi course to deepen their understanding of this toolkit.</p> <p>The board worked through the preparing for planning section of the toolkit. Discussing where we think we are and what needs to happen to move forward.</p>	
3. Monitoring		
<p>3.1 Principal's Report Table as read</p> <p>3.2 Additional Reports:</p> <ol style="list-style-type: none"> a) Health and Safety (Kane, Nikkole) b) Property (Reece, ?) c) Finance (Kate, Megan) <p>3.3 Curriculum Reporting</p>	<p>Motion: Move to accept the Principal's Report Moved: Reece Seconded: Kate Passed: All</p> <p>Motion: As a board we are happy for Richelle to reapply for the Kahui Ako lead. Moved: Kate Seconded: Nikkole Passed: All</p> <p>Motion: Motion to accept the changes to the 2023 midyear budget. Moved: Kane Seconded: John Passed: All</p> <p>Motion: Motion to accept the additional reports. Moved: Richelle Seconded: Megan Passed: All</p> <p>Gemma, Nikkole and Richelle presented the mid-year data reports and answered any questions around the data.</p>	30 mins

3.4 Terms of reference Delegations	Kate updated on the terms of reference for the Delegations, she has hit a dead end. It was decided that our terms of reference are more than adequate.	
4. Strategic Discussions		
4.1 Cyclical maintenance - painting	Motion: Motion to have chemwash in to clean the buildings. Moved: Kane Seconded: Reece Passed: All	5 mins
5. Identify agenda items for		
	Inclusive Education Maori Educational Success Learning Support	2 mins
6. Public Excluded Discussion		
6.1 Caretaker		15 mins
7. Administration		
7.1 Confirmation of minutes -	Motion: Move to accept the previous minutes as true and accurate. Moved: Nikkole Seconded: Megan Passed: All	2 mins
7.2 Correspondence	Education Gazette	
8. Meeting closure		
8.1 Comments on meeting procedures and outcomes	Confirm the public excluded minutes at the end of each meeting.	2 mins
8.2 Preparation for next meeting	05th September 2023 6.30pm	
BOT Chair Signed:	Date: 1 August 2023  Kate Bowron	

Action List

Action	Person to action	Time frame
Kate	Look at when the next Te Tiriti o Waitangi course is	ASAP
All	Read through 10-18 in the toolkit	Before next meeting