

Policy: Board of Trustees Structure

Why do we have this policy?

- To outline Board numbers and composition
- To establish the Board election cycle
- To describe standing committees
- To describe remuneration to Board meeting attendees
- To describe a code of conduct.

The Board of Trustees shall consist of between 8 and 10 people, namely:

- the principal
- the staff trustee
- the Whānau Ata trustee
- five trustees elected by parents
- optionally, up to two trustees co-opted by the Board

Elections for the Board shall be conducted every 18 months to ensure continuity of board membership.

The 'main' election (ie: at the 3-yearly May/June date gazetted externally) will be for:

- 3 parent-elected trustees (elected by all parents)
- the staff trustee
- the Whānau Ata trustee (elected at a Whānau hui)

The "mid-term" election (18 months after the 'main' election) will be for:

- 2 parent-elected trustees (elected by all parents)

Standing committees: The Board shall appoint members to the following standing committees:

- Finance
- Property
- Personnel

Other temporary committees may be formed as required.
Delegation of authority to each committee must be minuted.

Remuneration: Board members shall be paid an honorarium for each scheduled meeting of the full Board they attend, the amount being set at the rate suggested by NZSTA. Each trustee has the option to privately inform the school's Executive Officer if they wish to opt out of such payments.

Those staff members (other than the staff trustee) who are required to attend all regular scheduled meetings are to be paid overtime or equivalent compensation.

Code of conduct

Members of the Board shall adhere to a high standard of ethical conduct.
In particular, members will:

- maintain the confidentiality of information entrusted to them;

- act as good employers;
- declare any conflict of interest;
- not act independently of or contrary to the Board's decisions.

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