

MINUTES Newton Central School Board of Trustees
Tuesday 25th Harutua 2021

Apologies: Nil

Attendance - trustees: Moe, Hannah, Geoff, Rebecca, Margie, Chris, Kiri, Sarah, Kim & Riki

Start: 7.04pm	Led by:	Discussion:	Action/who:
Karakia:	Hannah	<i>Time was provided for whakawhānaungatanga to welcome new BOT members for Te Whao Urutaki.</i>	All BOT Members. See items 3.1 – 3.4
<p>1. Administration</p> <p>1.1 Minutes from last meeting are a correct record</p> <p>1.2 Signing of hardcopy of last minutes</p> <p>1.3 Matters arising from minutes</p> <p>1.4 <i>Declaration of Interests:</i></p> <p>1.5 Resignations</p> <p>1.6 Appointments</p>	Chairs	<p>1.4 Acknowledgement of the resignation from the BOT of Tiopira & Vasiti. Recognition that Christine Hertzog will no longer participate in BOT activities.</p> <p>1.6 Te Whao Urutaki nominates Chris Harrington & Margie Tukerangi. One additional member TBC.</p> <p>They also nominate Moa Haar-Simmonds as Co-Chair.</p> <p>Request for a BOT Secretary</p>	<p>Motions approved:</p> <p>1.1 Minutes of the 30th March BOT hui are approved.</p> <p>1.4 There were no declarations of interest</p> <p>1.5 That the BOT accepts the resignation of Tiopira Mc Dowell & Vasiti Palavi as Co-Chairs and from the Board of Trustees.</p> <p>1.6 That the BOT co-opts Chris Harrington, Margie Tukerangi onto the Board of Trustees.</p> <p>That the BOT appoints Moa Haar-Simmonds as Co-Chair</p> <p>That the Board appoints Sarah Mills as BOT secretary in the future.</p>
<p>2. Strategic Decisions</p> <p>2.1. <i>No strategic decisions tabled for this hui</i></p>	Riki		
<p>3. Strategic Discussions</p> <p>3.1. Whanaungatanga</p> <p>3.2. Code of Conduct</p> <p>3.3. Induction Processes</p> <p>3.4. Special Character next steps</p>	BOT	<p>3.1 Introductions, why are members participating on the School BOT?</p> <p>3.2 Development of a NCS BOT Code of Conduct</p> <p>3.3 Agreements of the process of Induction</p> <p>3.4 Meeting with MOE delegation to gain greater insight into</p>	<p>Motions Approved</p> <p>3.4 That a delegation of BOT and Te Whao Urutaki members meet with MOE representatives at 3.30pm on Wednesday 9th June.</p>

		expectations regarding Special Character	
<u>4. Te Whao matters</u>			
<p>5. <u>Other Business</u></p> <p>5.1. Kahui Ako Update</p> <p>5.2. Staffing</p> <p>5.2.1. Sheila Buchanan</p> <p>5.2.2. Saskia Burton</p> <p>5.2.3. Exit interviews</p> <p>5.3. Property Updates</p> <p>5.3.1. Block 8</p> <p>5.3.2. New relocatables</p> <p>5.3.3. Covered area</p> <p>5.3.4. Fencing</p> <p>5.4. In Committee</p> <p>5.5. NZPF Conference</p>		<p>5.1 KAoW is finally approved. See attached letter from Secretary of Education – Iona Holstead</p> <p>5.2 Resignation – Sheila Buchanan Flexible work arrangement request – Saskia Burton</p> <p>5.3 Block 8 in on track for completion at the end of Term 2. Covered area is still awaiting Council approval. If this is done before Term 2 holidays, installation will begin.</p> <p>5.4 Student and Staff Update. Note that BOT went into Committee at 9.57pm, and came out of Committee at 10.02pm.</p> <p>5.5 August 1 – 4 Riki attending</p>	<p>Motions Approved:</p> <p>The BOT accepts the resignation of Sheila Buchanan</p> <p>The BOT accepts the FWA request of Saskia Burton</p>
<p>6. <u>Financial</u></p> <p>6.1. Financial report</p> <p>6.2. Fundraising and optional donations</p> <p>6.3. School Audit</p>	Riki & Christine	<p>6.1 Financial report presented. Note that the April P & L was not ready for submission. The audit accounts have been completed in draft form, ready for review by the BOT</p> <p>6.2 See item below in correspondence out: could have a system where we indicate key areas for which people might wish to make a contribution; there may be an issue that people don't realise that the school's funding doesn't cover operational costs.</p> <p>6.3 Audit is currently in process</p>	<p>Motions Approved:</p> <p>The BOT delegates CH and GW to review the Audit accounts and make recommendations for approval.</p>
<p>7 <u>Correspondence (listed below Minutes)</u></p> <p>7.1 Correspondence In</p> <p>7.2 Correspondence</p>	Riki	<p>7.2 Discussions regarding Draft letters for distribution:</p> <ul style="list-style-type: none"> • Friends of NCS fund • School counselling service <p><i>Items to be reviewed by HA for legal perspective and recommendation.</i></p>	

Out			
8. <u>Agenda Items for Next Meeting</u>		<ul style="list-style-type: none"> • Possibility of opening swimming pool for a fee • Look at timeframe for Special Character decision 	
Whakamutunga: Time finished: 11.10pm	Chris Harrington		
Note 1: Correspondence Listed Below			

Inward Correspondence:

22/04/2021 [KAoW Approval letter – Iona Holstead](#)
 12/05/2021 [FWA request – Saskia Burton](#)
 12/05/2021 [Attendance Data – 2020 & Term 1 2021](#)

Outward Correspondence:

20/05/2021 [Draft Friends of Newton Central School Fund](#)
 20/05/2021 [Draft of School Counselling Services](#)

NEXT MEETINGS:

Please review Meetings document [here](#).

STATUS OF ACTION ON DECISIONS

hui	action	who	RAG status
24/08/20	Engage specialist to review Support Staff structure	Riki	Urgency diminished; will wait for NZEI process
24/08/20	Draft thank you letters to: Tipene (Hannah), Sheila (Hannah), Andrew Melville (Kiri)	See names	One done, one started, one to do
24/8/20	Resolve billboard situation to remove	Riki	Sarah will become involved
15/05/2018	EXIT interviews to be conducted	Riki and Hannah	Kiri now taking this role
24/08/20	Riki to invite Māori medium staff to a BoT meeting each year to discuss pedagogical and curriculum plans on an annual basis.	Riki	Next Board hui
11/09/2018	Arrange parent survey re online achievement reporting Link to questions	Hannah, Kim,	In progress
24/11/2020	Spread Special Character info to whanau	Christine, et al	in progress
23/2/21	comms re special character	Christine	in progress
25/05/21	meet with Gavin Pollard (MoE)	Riki/Margie	in progress

30/3/21	principal to arrange meeting for Te Whao with Te Kawehau Hoskins	Riki	new
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*I certify that these minutes were approved as a true and correct record of the Board of Trustees meeting of Newton Central School, **dated 25th May 2021***

Signature / Name

Co-chair _____

Co-chair _____

Date: _____

APPROVED