## **MINUTES Newton Central School Board of Trustees** Tuesday 29 June 2021

Apologies: Chris, Sarah Attendance - trustees: Moa, Hannah, Riki, Kim, Becky, Geoff, Margie (Zoom), Kiri (Zoom)

Sta	art Time:	Led by:	Discussion:	Action/who:
Ka	ırakia:			
<u>1.</u>	Administration  1.1 Minutes from last meeting are a correct record  1.2 Signing of hardcopy of last minutes  1.3 Matters arising from minutes  1.4 Declaration of Interests:  1.5 Appointments  1.6 NZSTA Registration  1.7 Blurbs for BOT Website  1.8 Agreements for Co-chairs, Secretary and principal to meet  Strategic Decisions	Chairs	<ul> <li>1.2 – 25<sup>th</sup> May Minutes signed?</li> <li>1.4 Any Declaration of interests?</li> <li>1.5 Te Whao Urutaki nominates Dena Jacob to the BOT</li> <li>1.7 Please ensure your BOT profiles are posted into this Dropbox Folder by 20<sup>th</sup> July so these can be added to our school website.</li> </ul>	Motions approved:  1.1 That the minutes of the 25 <sup>th</sup> May BOT hui are approved.  1.5 That the BOT co-opts Dena Jacobs onto the Board of Trustees.  Motions Approved:
	2.1. 2021 & 2022 school calendar	Riki	2.1 NZEI Accord release Days and impact on school calendar - likely to be the very first day of term 4 2022: would like to have the NZEI days on the same day as the secondary schools	The BOT approves an additional Teacher only Day in Term 4, in accordance with the NZEI accord.
3.	Strategic Discussions  3.1. Code of Conduct 3.2. Induction Processes 3.3. Special Character Reflection on 9 <sup>th</sup> June Hui with MOE	вот	3.1 Continuation on the development of a NCS BOT Code of Conduct. Where to next? HA to circulate prior to the next hui for group discussion	Motions Approved

	3.2 Review on our Induction Processes and next steps  3.3 Reflections on hui - SCOT Analysis based on information received - Next steps
	Reflections on hui:  Designated character is going to be a lot harder to achieve than thought: didn't consider us to be significantly different, or that the co-governance goes through the entire curriculum  Requirement of the network of schools around us to agree to designated character is also seen as a big hurdle as they would have to pick up our zone  The fact that we have a special programme should be enough to protect it in and of itself, but didn't say what would happen if our in zone roll grew astronomically  Not being able to incorporate any zone into the designated character meant that it seems even harder to implement  adoption of an alternative constitution could be another path for us to go down: this would cement the co-governance model  timing is around a year: first consult is at the Board level, then the community, then the outside community  NCS model is considered to be the gold standard of schools, rather than a designated character
	<ul> <li>Next steps:</li> <li>Te Whao is having a further hui about options that are available</li> <li>Tamaki Herenga Reo could give us a strong voice</li> <li>Te Whao to come back with some considerations</li> </ul>
.Te Whao matters	Hui this Saturday re designated character. Graduate profile is on

the agenda, as is the Te Whao booklet  5. Other Business 5.1. Kahui Ako Update 5.2. Staffing 5.2. Lexit interviews 5.3. Property Updates 5.3. Property Updates 5.3. Lexit interviews 5.3. Property Updates 5.3. Leve Modular buildings 5.3. A. Fencing 5.3. Fencing 5.3. Fencing 5.3. Fencing 5.3. Property Updates 5.3. Lexit interview update 5.3. Property Updates 5.3. Lexit interview update 5.3. Property Updates 5.3. Review NEGP Report on Auckland 5.4. Principal Wellbeing report 5.5. NZEI Puotonga Report 5.6. Pool open for summer  5.7. Property Updates 5.8. Property Interview update 5.3. Review NEGP Report on 5.3. Zeport on Modular update from MOE. MOE approved 2 x modular classrooms, to be delivered and operational by beginning of 7em 2 2022.  Board recommends Principal to push for the modulars to be put on Room 14 site. Engineers etc. will be on-site in the next few months, planned demolition will be during the summer holidays. 5.3.4 Covered area is still awaiting Council approval. If this is done before Term 2 holidays, installation will begin. 5.3.4 Approval for fencing area completed. Implementation planned during school time 5.3.5 NEGP Noted that this needs to stay on the agenda and the Board needs to be addressing this issue each hui. 5.4 Report on Principals in NZ makes for some stark reading. The principal asks that the BOT considers this report when looking at what actions they are putting in place to support him.  Principal's appraiser would like to meet with co-chairs prior to the next hui, and				
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address the Board. Board to consider			address the Board. Board to consider	

6. Financial 6.1. Financial report 6.2. Fundraising and optional donations 6.3. School Audit	Geoff	Board consideration around retiring staff: a number of long-term staff are coming up that could be impacted by the leaving gift calculations. The Board asks the Principal to provide further details around the leaving gift policy and discuss next hui.  6.2 Board needs to review ASAP. Seek feedback from our community on the donations scheme. Moa/Hannah/Geoff to draft update to community on donations.  6.3 Audit review - Leaving gifts	Approved: May 2021 Financial approved.
7 <u>Correspondence (listed below Minutes)</u>	Riki	See list below:	
7.1 Correspondence In			
7.2 Correspondence Out			
8. Agenda Items for Next Meeting		<ul> <li>2022 school calendar</li> <li>Leaving gift: consider what is the potential risk, and wording around the policy, esp. eligibility</li> <li>School donations</li> </ul>	

	<ul><li>Designated character</li><li>Principal's appraisal</li></ul>		
Whakamutunga:			
Time finished:			
Note 1: Correspondence Listed Below			

## **Inward Correspondence:**

28/05/2021 Principal Health & Wellbeing Survey

02/06/2021 <u>Auditor General information</u>

08/06/2021 National Education Growth Plan Update Auckland Report

11/06/2021 NZEI Puotonga Report

**Outward Correspondence:** 

 20/06/2021
 Newton Annual Report

 20/06/2021
 Newton Rep Letter 2020

## **NEXT MEETINGS:**

Please review Meetings document here.

## STATUS OF ACTION ON DECISIONS

Key:

In progress, progressing well or is not urgent

In progress but is becoming more urgent; failure to complete

Urgent: may have significant roadblocks, timeframes are tight as failure to complete is having significant impact

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), Tiopira (Moa), Vasiti (Moa) and Christine (Hannah)	See names	One done, one started, one to do
24/8/20	Resolve billboard situation to remove. Next action to contact APN/subsequent company and ask for the ownership of the billboards	Riki / Sarah	Sarah will become involved

15/05/2018	EXIT interviews to be conducted. Hannah and Kiri to	Kiri	
	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	and Hannah	
	Riki to invite Māori medium staff to a BoT meeting each		Proposed for 26 October
	year to discuss pedagogical and curriculum plans on an		
	annual basis.		
	Arrange parent survey re online achievement	Hannah, Kim,	Hannah and Kim to raise
	reporting Link to questions		questions/conduct survey
			early term 3.
24/11/2020	Spread Special Character info to whanau	Christine, et al	No longer required
23/2/21	comms re special character	Christine	No longer required
25/05/21	meet with Gavin Pollard (MoE)	Riki/Margie	COMPLETE
30/3/21	principal to arrange meeting for Te Whao with Te	Riki	In progress – awaiting Te
	Kawehau Hoskins		Whao confirmation
29/06/21	BoT profiles to be completed updated by next hui	All	
29/06/21	Hannah/Moa/Riki to ensure that Dena is inducted prior		
	to the next hui		
29/06/21	Riki to distribute information to BoT members around		
	Tāmaki Herenga Reo		

I certify that these minutes were approved as a true and correct record of the Board of Trustees meeting of Newton Central School, **dated 25**<sup>th</sup> **May 2021** 

Signature / Name		
Co-chair	Co-chair	
Date:		
<i></i>		