

**Minutes Newton Central School Board of Trustees
Tuesday 18 February 2020**

Apologies: Carol

Attendance: Hannah, Riki, Julia, Becky, Christine, Kim, Vasiti, Tipene, Kiri (via Facetime)

	Led by:	Discussion:	Action:
<p>Timatanga: 19h15 Karakia: Tipene</p> <p>1. Administration</p> <p>1.1 Minutes from last meeting and correct record</p> <p>1.2 Update on assigned actions – see table below minutes</p> <p>1.3 Confirm dates for 2020 hui: Calendar</p>	Chairs		<p>MOTIONS APPROVED:</p> <p>1.1 The minutes from the November 2019 meeting are approved.</p>
<p>2. Strategic Decisions</p> <p>2.1 Approve Elected Co-Chair, Secretary & Treasurer</p> <p>2.2 Approve additional co-option of an elected member of the BoT</p> <p>2.3 Results of decile review and affect on donations: Guidance</p> <p>2.4 Approval of draft annual plan</p> <p>2.5 Succession planning</p>	Elected members	<p>2.3 The board agrees to donation guidelines in accordance with the new decile 7 rating. A line item will be added to the monthly financial report to monitor additional support the school may receive.</p> <p>2.4 Staff support (with an emphasis on morale and well-being) and collaborative learning practices, are the key points of the annual plan. The combination of play-based learning plus the foundations of literacy are essential for long-term success, particularly with our new entrants.</p>	<p>MOTIONS APPROVED:</p> <p>2.1 Hannah has been approved as the Co-Chair. Julia has been approved as Secretary.</p> <p>2.2 Additional co-option of an elected member has been approved.</p> <p>2.3 The board approves the motion to accept \$150 per student in government funding.</p> <p>2.5 The board approves the resignation of Stacey, Carol and Laurayne.</p>

<p><u>Monitoring</u></p> <p>4.2 Financial Accounts</p> <p>4.3 Assessment Data</p> <p>4.4 Principal's appraisal</p>	<p>Christine / Riki</p> <p>Riki /</p>	<p>4.2 A proposal was made to use part of the NET surplus to pay a new teacher, or to allocate funds to the bandroom as a capital expense, (see 5.4.)</p> <p>A recommendation was made for the board to approve a motion that the treasurer present a balance budget prior to the next meeting.</p> <p><u>4.3 Presentation:</u> Across the board, students are getting good results in Maths. Pasifika students need additional support and representation.</p> <p>Well-being (including emotional and mental health) and steps to build and promote staff and student agency are in motion.</p> <p>1/3 of our students have referrals to outside support, and our SENCo should reflect that.</p>	<p>MOTIONS APPROVED:</p> <p>4.2 The board approves the four figures subject to receiving a full budget prior to the next hui, and the enrolment trend continuing to support an extra teacher.</p>
<p><u>Strategic Discussions</u></p> <p>5.2 Vision statement progress: report</p> <p>5.3 Draft budget</p> <p>5.4 Property and Growth</p>	<p>Andrew Melville</p> <p>BOT members</p>	<p>5.2 Tabled until work completed with Whānau Awahou</p> <p>5.3 A proposal was made to model the 2020 budget on 2019 – given the healthy surplus.</p> <p>5.4 A meeting with the MoE needs to occur in order to obtain a new classroom by June, 2020. The bandroom needs an estimated 15K in repair, as it is considered a health hazard.</p> <p>Our current roll dictates the need for a new teacher.</p> <p>Bag storage is budgeted for, and ready to implement.</p> <p>The MoE may contain and reduce the Te Reo program in order to manage our site limitations should we not be future-focused on property expansion.</p> <p>Possible enrolment scheme changes to Category 5, 4 and 3 were discussed, pulling the emphasis back toward the urgent need for Special Character designation.</p>	

Correspondence (listed below Minutes) 6.2 Correspondence		6.2 Kim volunteered to be the Enviro-Schools representative.	MOTIONS APPROVED:
7 <u>Te Whao matters</u> 6.1. Confirm structure of BOT hui so Te Whao can confirm structure and times of meetings for Te Whao 6.2 Constitution / Special Character work – Te Whao considerations: meeting with Christine		6.2 Special Character status was discussed as the most pressing of all of the agenda items, and should be approved by the whole community. For Te Whao to communicate the Constitution and Special character work, 2-3 short meetings were suggested for whanau. Te Whao suggested incorporating Maori ideologies into school policies – with the Treaty of Waitangi permeating throughout, opposed to being a stand-alone policy.	
7. <u>Agenda Items for Next Meeting</u>			
Whakamutunga: 21:46			
<p>Note 1: Correspondence is listed on the back of the agenda Note 2: List of current delegations attached to agenda</p>			

Inward Correspondence:

[Results of decile review](#)

[Letter clarifying donations policy](#)

[Corona Virus MOE Notification](#)

Outward Correspondence:

5.1 [School Donations Letter out to community – 10th February 2020](#)

5.2 [Self-review Code – International students](#)

5.3. [Enviro-Schools Agreement](#)

NEXT MEETINGS:

Please review Meetings document [here](#).

STATUS OF ACTION ON DECISIONS

<i>hui</i>	<i>action</i>	<i>who</i>	<i>RAG status</i>
18/8/16	complete Declaration of Interests and Trustee gaps	all	superseded
15/12/16	advise accountant about approval of attributing earmarked fundraising to the year in which will be used	Ira/Riki	next financial year
18/5/17	review billboard rental situation	Riki	on-going
18/8/17	convene appraisal sub-committee	Laurayne	reported at last hui (Nov 2018)
16/11/17	ensure review of curricula is included in Board annual plan	Riki	include with policy review
16/11/17	review values (to underpin policy redevelopment, etc)	all	Working Group
14/12/17	clarification on 'trading income' in budget	Riki	in progress
15/05/2018	EXIT interviews to be conducted	Riki and Laurayne	On-going
, 19/06/2018	Address matters in the Management Letter	Riki	On-going
19/06/2018	Riki to invite Māori medium staff to a BoT meeting this year to discuss pedagogical and curriculum plans in the new space.	Riki	deferred to 2019
7/08/2018	lengths of terms for co-opted trustees (produce a SS for all members)	Christine/Kikee	in progress
7/08/2018	complete Curriculum policy review in 2019	policy team	in progress
11/09/2018	arrange parent survey re online achievement reporting Link to questions	Laurayne, Hannah, Kim,	in progress
11/09/2018	identify policy needs for OSCAR registration	Riki & CH	in progress
22/10/2019	H&S working party to create a rainbow policy	Becky, Kiri, Becky	