

**Minutes Newton Central School Board of Trustees
Tuesday 4th August 2020**

Apologies: Rebecca

Attendance: Christine, Hannah, Kiri, Julia, Riki, Vasiti, Geoff, Kim

	Led by:	Discussion:	Action:
<p>Timatanga: 19:07hrs Karakia: Kim</p> <p><u>1. Administration</u></p> <p>1.0 Minutes from last meeting and correct record</p> <p>1.1 Signing of hardcopy of last minutes</p> <p>1.2 Resignation of current board member</p> <p>1.3 Endorsement of new board member</p> <p>1.4 Update on assigned actions – see table below minutes</p>	Chairs	<ul style="list-style-type: none"> - Hannah to draft letter of thanks for Tipene. 	<p>MOTIONS APPROVED:</p> <p>Minutes of last meeting are approved, and hard copy signed.</p> <p>The board acknowledges the resignation of Tipene.</p> <p>The board accepts the recommendation of Vasiti to co-opt Tamati Patuwai onto the board until the next Board of Trustee's election</p>
<p><u>2. Strategic Decisions</u></p> <p>2.0 SKIDS and Basc</p> <p>2.1 NZSTA Post-Covid attendance survey</p> <p>2.2 Zoning – Board statement</p>	Elected members		<p>MOTIONS APPROVED:</p> <p>Based on the email correspondence dated 3rd July, 2020, the Board of Trustees approves the transfer of undertaking of our BASC programme to Safe Kids In Daily Supervision beginning as soon as Skids have received Ministry of Social Development approval.</p> <p>The Board approves Hannah and Riki to respond to the Post-Covid attendance survey.</p> <p>The Board approves the recommendation to close applications for Priority 4 and 5 in 2021.</p>

<p>2.3 School Vision Statement – Next Steps</p> <p>2.4 Whānau Awahou Noho Marae – Matauri Bay</p>		<ul style="list-style-type: none"> - Letter of thanks for Andrew Melville recommended. - Process for creation of Vision Statement has been completed. Decisions on how to roll out the statement are forthcoming. - Discussions around end of school concert being based on the statement. 	<p>The board approves the delegation of Kiri and Riki to oversee the health and safety protocol of the Whanau Awahou Noho Marae.</p>
<p><u>3. Financial</u></p> <p>3.1 Finance Report</p> <p>3.2 Support staff audit</p>	<p>Riki & Christine</p>	<ul style="list-style-type: none"> - Questions over the delegation of fundraising money. - Christine recommended developing cohesion within fundraising parties. - Insufficiencies in staffing have been observed. 	<p>MOTIONS APPROVED:</p> <p>The board approves the financial report.</p> <p>The board approves Riki to spend up to \$4000 to engage an external contractor in conducting a support staff audit to ensure the efficiency of staffing structure.</p>

<p><u>4.Strategic Discussions</u></p> <p>4.1 Staffing - Staff Resignations</p> <p>4.1.1 In Committee</p> <p>4.2 – Student Attendance</p> <p>4.3 – Māori Medium in Auraki Schools and National Educational Growth Plan</p> <p>4.4 School Docs approach to policy redevelopment</p>		<p>In committee 8:24pm Out of committee 8:34pm</p> <ul style="list-style-type: none"> - Riki updated the board on the importance of our kahui ako leading the discussions and pressing ahead with the Maori Medium within the Auraki concept. - Christine recommends using NZSTA as a policy guideline . 	<p>MOTIONS APPROVED:</p> <p>The board accepts Sheila Buchanan’s resignation.</p> <p>The board accepts the resignation of Sandra Honey.</p> <p>The board supports Riki in continuing procedures with the NZSTA.</p>
<p>5. <u>Correspondence (listed below Minutes)</u></p> <p>a. Correspondence</p>			

<p>6. <u>Property</u></p> <p>6.0 Watershed contractors</p> <p>6.1 Major waterleak</p> <p>6.2 SIP Funding</p> <p>6.3 Tree felling</p>		<ul style="list-style-type: none"> - Riki updated the board on alternate companies to replace Watershed. - Potential additional leak, and possibility of unresolved previous leak. - Riki briefed the board on desires to reallocate SIP funding projects to a new contractor. - Riki informed the board of potentially dangerous trees on the property. 	<p>MOTIONS APPROVED:</p> <p>The board approves a tree audit.</p>
<p>7. <u>Te Whao matters</u></p> <p><u>7.0</u> Special Character and Te Whao structure</p>		<ul style="list-style-type: none"> - The strategic plan was discussed. - Christine updated the board on special character progress. 	
<p>7. <u>Agenda Items for Next Meeting</u></p>	<p>1: Zoning (priority 3) 2: Noho Marae update</p>		
<p>Whakamutunga: 21:24hrs</p> <p>Note 1: Correspondence is listed on the back of the agenda Note 2: List of current delegations attached to agenda</p>			

Inward Correspondence:

[NCS Attendance Overview – 2019 & Term 1 2020](#) 29th July 2020

[NZSTA Request For BOT attendance survey 17th July 2020](#)

Outward Correspondence:

NEXT MEETINGS:

Please review Meetings document [here](#).

STATUS OF ACTION ON DECISIONS

hui	action	who	RAG status
24/08/20	Communicate the BOT decision on Out of Zone status (priority 4 &5)		
24/08/20	Engage specialist to review Support Staff structure	Riki	In progress
24/08/20	Review RAMS and report back to BOT & Whānau Awahou	Riki & Kiri	To be done this month
24/08/20	Engage Tree Audit review and implement	Riki	To be done this month
24/08/20	Review Watershed Contracts	Hannah	To be done this month
24/08/20	Draft thank you letters to: Tipene (Hannah) Sheila (Hannah) Andrew Melville (Kiri)	See names	To be done this month
24/8/20	Current BOTs Declaration of Interests all recorded on the BOT Admin section of Dropbox	all	superceded
24/8/20	Resolve billboard situation to remove	Riki	Needs to be addressed
24/8/20	convene appraisal sub-committee	Hannah	reported at last hui (Nov 2019)
24/8/20	review policy redevelopment in relation with underpinning school values	all	Working Group
15/05/2018	EXIT interviews to be conducted	Riki and Hannah	On-going
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	To be done in 2020
7/08/2018	lengths of terms for co-opted trustees (produce a SS for all members)	Christine	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

*I certify that these minutes were approved as a true and correct record of the Board of Trustees meeting of Newton Central School, **dated 8th September 2020***

Signature / Name

Signature / Name

Co-chair _____

Co-chair _____

Date: _____

APPROVED