

REPOROA COLLEGE

Small School, Big Achievements | Ahakoa he Iti, he Kahurangi

Board of Trustees Meeting Minutes

Wednesday 29th September 2021

6.30 pm Meeting Room

Meeting Commenced 6.37 pm


In preparation for the meeting and to maximize use of our time together all trustees are expected to have read all correspondence circulated and where possible seek clarification on any matter or issue prior to the meeting of which they are unclear. This will allow the focus to be on informed discussion. It is expected you will have read them all on-line, found in BOT Google Drive.

Agenda Items	Led by:	Action Minutes
<p>1. Introduction</p> <ul style="list-style-type: none"> a. Karakia & Mihi b. Present & Apologies c. Minute taking for today's meeting 	Kerry Pearce	<ul style="list-style-type: none"> a. Graham b. Present: Kerry, Catherine, Brendan, Sue, Tracey, Graham, John Absent: Nebo Apologies: Alaina, Hine, Bruce c. Sue
<ul style="list-style-type: none"> 1. Administration a. Confirmation of minutes [Circulated] of last meeting b. Matters arising from previous minutes not covered on agenda c. Correspondence inwards/outwards d. Finance Report August 2021 	Kerry Pearce	<p>Confirmation of Minutes deemed true and correct. John queried as to whether or not the Charter meeting and the Property meeting were official board meetings. It was deemed the charter meeting was official but the property meeting was a get together. Minutes from the two board meetings moved by Catherine seconded by Graham. All in favour</p> <p>Matters arising from previous minutes. NIL</p>

<p>Correspondence. Email sent to Alan Wills regarding the Dean Trust. They will try to arrange a time to meet.</p> <p>New Auditor change.</p> <p>Finance report see attached. The STP was discussed. Adrian from Education Services came for a meeting and discussed our depreciation. Finance report moved by Brendan seconded by Catherine All in favour</p> <p>We will meet with the accountant next month to discuss the next budget.</p>		
<p>Principals Report</p> <p>The PB4L was discussed. We haven't been engaged in this for the last few years, Brendan will look into this process. The staff representative believes that having this process will benefit the school.</p> <p>The cost of Margaret Ross was asked by the board for 2022. The board would like a report / feedback on this when it happens.</p> <p>Open day was discussed. Brendan believes this was very successful.</p> <p>The NCEA evening tomorrow night was discussed.</p> <p>Brendan would like to move his Principals report seconded by Catherine</p> <p>Monitoring now included in the Principals Report.</p>	<p>Brendan Carroll</p>	<p>Principals Report</p> <p>Objective 1: Learners at the centre – Learners with their whānau are at the centre of education</p> <p>Objective 2: Barrier-free access – Great education opportunities and outcomes are within reach for every learner.</p> <p>Objective 3: Quality teaching and leadership – Quality teaching and leadership make the difference for learners and their whānau</p> <p>Objective 4: Future of learning and work – Learning that is relevant to the lives of New Zealanders today and throughout their lives</p> <p>Objective 5: World-class inclusive public education –</p> <p>New Zealand education is trusted and sustainable</p> <p>Monitoring</p> <p>a) Ratification of Stand downs and Suspensions</p> <p>b) Section 27s</p> <p>c) EOTCs</p>

<p>4. Strategic Planning –</p> <p>a. Policy Reviews Behaviour Management Concerns and Complaints</p> <p>b. Charter Update</p> <ul style="list-style-type: none"> • Charter Review Process <p>c. Assurances</p> <ul style="list-style-type: none"> • Student Representative Elections • ERO Review - Update <p>d. Attestations</p> <ul style="list-style-type: none"> • 2020 Audit Update • New Auditors <p>e. Property</p> <ul style="list-style-type: none"> • Update • Motion for Turf Funding Model 	<p>Strategic Planning</p> <p>Policy reviews need to be put out to all parents and staff so they are aware they can comment on them on a regular basis.</p> <p>Behaviour management</p> <p>Personalisation of the Behaviour management policy to reflect Reporoa College was discussed. Brendan to personalise this and change the policy.</p> <p>Concerns and Complaints</p> <p>The staff will receive the training needed regards our code of conduct.</p> <p>Concerns and Complaints – Guideline change the wording from Deputy chair to Board member. Kerry will do this.</p> <p>Charter review process</p> <p>The current charter in the beginning is fine as it is, the link between the charter and the annual plan needs to be looked at. Brendan is working on 2022 targets. Brendan will have information for the board by the 25th of October. The board will look at the workplan in the December meeting.</p> <p>See amended timeline attached.</p> <p>Assurances</p> <p>The new Student Representative is Alaina Ferreira, the only nominated student.</p> <p>ERO Thursday 21st October 10am meeting. The plan has been approved.</p> <p>New auditors. William Buck. Tracey moves that we accept to proposal from William Buck. Seconded by Catherine. All in favour</p> <p>Property</p> <p>Turf funding discussed. Tracey is happy to follow this up and apply for funding on the school's behalf.</p>	<p>Urgent general business. Year 8s data has been delayed due to Covid and will be presented at the next meeting. Knisha to be invited to this meeting.</p>
<p>5. Any Urgent General Business</p> <p>To be tabled through the Chair seeking agreement to be addressed or placed on next agenda</p>		

<p>4. In-committee</p> <p>In-committee Minutes Principals Appraisal Matters Arising</p>		<p>In Committee 8.08 Out of Committee 8.24</p>
<p>Meeting Closure</p> <ul style="list-style-type: none"> ● Preparation for next meeting Closing Karakia 		<p>Closing Karakia Graham</p>
<p>Date of Next Meeting: Wednesday 27th October 2021</p> <p>6.30pm</p> <p>Meeting closed</p>		
		<p>8.24</p>

Signed BOT Chair:  27/10/21