



**Board of Trustees Meeting
23 February at 5.30pm**

Present: Lisa Hickling, Edward Wall, Mary T-J, Sarah Lockwood, Nathan Smith, Michael Rall, Olaf van der Beek, Mel Auld, Stephen Lane (WST), Louise Gawn (WST)

Minute Taker Marlis Resenterra

Apologies: none

Opening and Verse Karakia all together

Confirmation of Agenda: No changes

Election of Chair

Confirming Lisa Hickling as Chair		
Proposed Eddie	Seconded Olaf	Carried unanimously yes

Previous Minutes

Proposal to approve October Board minutes as true and accurate account		
Proposed Mel	Seconded Stephen	Carried unanimously yes

Actions Arising

- Nathan asks to reword wellbeing budget in previous minutes
- Olaf presented letter to be given to 8 teaching staff, few amendments to be made and then given to office for distribution

Correspondence

Inwards: Read and tabled

- Education Gazette
- Notification of ERO visit / person Tracey Adams
- Card from class 7
- Notification if TECT
- Book: Education Elusion for circulation

Management Reports:

Mary Management report

As sent out

ERO

Process has changed, less compliance driven, more developmental evaluation. Want to go in as we are and get most out of it. Mary wants to try out evaluation processes that are meaningful for our setting.

Staffing

Teachers positions have clarified themselves and rolled over into 2021. The team is working together well.

Sam has finally received his visa.

Annual plan has been presented and ratified. Analysis of variance tabled and accepted.

Governance matters: reconfirm delegations

Delegation to manage school to principal Mary Tait-Jamieson		
Proposed Nathan	Seconded Eddie	Carried unanimously

Confirm Deputy principal Michael Rall		
Proposed Sarah	Seconded Mel	Carried unanimously

Confirm Senior teacher		
Proposed Nathan	Seconded Stephen	Carried unanimously

Strategic plan

Gone through goals and explained updates done

Ratify strategic plan		
Proposed Mel	Seconded Olaf	Carried unanimously

Annual plan

Talked through

Accept annual plan		
Proposed Eddie	Seconded Nathan	Carried unanimously

Analysis of variance

Tabled

Accept analysis of variance		
Proposed Nathan	Seconded Eddie	Carried unanimously

Teacher register presented and signed

Finance report was tabled and accepted

Budget

Resolution that wellbeing is a project

H&S Report

Table presented showing numbers of injuries

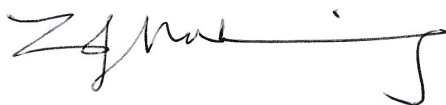
Suggested to change wording in table of Hazards

Next meeting 6.4.21 Tuesday 5.30

Meeting closed at 7.15

Actions Arising

Budget	Wellbeing to be a project
Hazard table	Update wording
Minutes last meeting	Changes Wellbeing budget re-wording to mandatory – in terms of it's an expectation of employment. Board policy that everyone has support as a prevention of burnout, it's too late once a problem arises. Wording important to convey message correctly and being received correctly



26.05.2021