



AGENDA

Parua Bay School Board of Trustees Meeting

Date: Weds 22 February 2023, 5.00pm - 7.00pm

Venue: Staffroom, Parua Bay School

Attendees:

Bronwen Gilmour, Tony Horton, Jemma Scott-Davidson, Amanda St John, Jenna Whaikawa-Tagi, Mark Ashcroft (Principal), Lynfa Harris (Staff Representative), Lisa Currie (Minutes)

Agenda	Lead by/ Time	Notes
1. Opening Address	All 3 mins	Karakia Haruru ana te tai a Ihu waka, Marino ana te tai i roto Ko te kina, te mango, te patiki, Nga kai o nga rangatira Hui e, taiki e!
2. Opening	Chair 15 mins	
Annual Appointments:		1. Appoint Chairperson Moved that (name) be appointed Chairperson of the Parua Bay School Board of Trustees for 2023. 2. Delegations Moved that the document A3. Delegations List be updated for 2023 (<i>with the above amendments</i>).
a) Present		
b) Apologies / Absent		
c) Conflicts of Interest		
d) Minutes of previous meetings		1. Minutes of the Previous Meeting Moved that the minutes of the meeting held 31st January are a true and accurate record. Moved that the minutes of the In Committee meeting held 31st January 2023 are a true and accurate record Moved that the minutes of the In Committee meeting held 3rd November 2022 are a true and accurate record
e) Matters arising from previous meetings		1. Review Action List (as at 31 January, 2023) <i>copy attached</i>

		<p>2. Community Survey (T Horton)</p> <p>Reports submitted:</p> <ul style="list-style-type: none"> a) Parua Bay Parent Survey Options Report b) Parua Bay School Community Survey - Draft <p>Moved that the Board supports:</p> <ul style="list-style-type: none"> a) recommendation for Option 2 in the Parua Bay Parent Survey Options Report b) undertaking the Community Survey in March 2023, subject to minor wording changes and formatting
MATTERS FOR BOARD DECISION		
3. Monitoring Reports	Principal 20 mins	
a) Principal's Report	MA	<p>1. Principal's Report</p> <p>2. Avail Pacific Project Update - January 2023</p> <p>3. Health & Safety Update - February 2023</p> <p>Reports submitted:</p> <ul style="list-style-type: none"> a) Principal's Report b) Avail Pacific Project Update - January 2023 c) Health & Safety update <p>Moved that the Principal's report be accepted.</p>
b) Treasurer's Report	JSD	<p>Topic / Reports submitted:</p> <ul style="list-style-type: none"> 1. Governance Report - November 2022 2. Draft Governance Report - December 2022 <p>Moved that the payments for November (totalling \$92,967.37) and December (totalling \$59,305.76) were confirmed as per the circulated schedule(s).</p>
4. Strategic Planning	Chair 45 mins	
a) Curriculum		Nil
b) Policy Review		<p>Policy Review / Reports submitted:</p> <ul style="list-style-type: none"> 1. B8. Principal Performance Management 2. B1. Board Roles & Responsibilities 3. C3. Board Induction Process <p>Moved that the policy B8 Principal Performance Management be approved (<i>with the above amendments</i>) and reviewed again in three years.</p> <p>Moved that the policy B1. Board Roles & Responsibilities be approved (<i>with the above amendments</i>) and reviewed again in three years.</p> <p>Moved that the policy C3. Board Induction be approved (<i>with the above amendments</i>) and reviewed again in three years.</p>

c) Strategic Focus		<p>Topic & Reports submitted:</p> <ol style="list-style-type: none"> 1. Statement of Variance 2. Draft Charter 2023 3. C5.1 Self-Assessment checklist (annual review of results) <p>Moved that the Statement of Variance be ratified, as it stands.</p> <p>Moved that the Draft 2023 Charter be ratified, as it stands.</p>
d) Kaupapa Maori		<ol style="list-style-type: none"> 1. Discussion on Bilingual education 2. Mau rakau lessons for students
e) General		<ol style="list-style-type: none"> 1. A1. Board Member Register 2023 - check all details are current. 2. Generic email address: conditions of use (BOT@paruabay.school.nz)
ITEMS FOR BOARD INFORMATION		
5. Administration	5 mins	
a) Correspondence in		
b) Matters arising from the correspondence		
c) correspondence out		
6. Meeting Closure	5 mins	
a) Next Board Meeting		Wednesday 22nd March (brought forward from 29th March)