



Board Minutes

Date	21 November 2023	5.15pm	6.43pm
Attendance	Murray Burton (MB), Mel Patrix (MP), Karen Poole (KP), Hayley Parsons (HP), Terry Pouno (TP)		
Online	Josephine Fuimaono-Sapolu (JFS)		
1.	Admin and Standard approvals	2nd	Agree
MB	Welcome and Karakia		
1.1	MB - Approval of agenda for this meeting.		All agreed
1.2	KP moved that the minutes of the Board Meeting held on 17 October 2023 , be approved as a true and accurate record of that meeting.	HP	All agreed
2.	Matters Arising from Previous Minutes: taken as read	2nd	Action
	Action points: <ul style="list-style-type: none"> - Letter of thanks to academic managers pending – MB /RO -completed. - Lockdown procedures MB to meet with DV (Elim) to follow up. 		Completed MB
3.	Strategic Decisions / Discussions		
	Strategic Discussions Policies and Governance – No policies to review. MB – update MB and DV met with MoE (Ken White and Theresa Webb) last week regarding proprietorship and the fact we were keen to expand to Y13. For proprietorship all that needs to happen is once the notification is received by MOE application it will be be gazettes as there is no integration agreement. Theresa Webb to issue a letter to reflect what was discussed at the meeting. MB to suggest to WG to invite Diedre Alderson MoE Director to morning tea, a tour of the school etc.... We need to showcase our school, do some marketing, walk around, tour etc.... The aim is to highlight and strengthen our standing with the MOE as a school. MB – the SAMS board has the responsibility of applying for a change of class. In the new year we will find the application and discuss the workstream around it.		

4.	<p>Policies</p> <p>No policies to review this meeting</p>		All agreed
5.	<p>Strategic Plan (See Principal's Report)</p>		
	<p>MP – Strategic Plan Draft Evaluations stand out – seeing shifts in numeracy and literacy. Great for all the work that has gone into it this year. (MOE Template)</p> <p>Plan remains in draft for Board to review over the summer break. Action Point – Feb meeting when Wendy returns that this is finalised Add hyperlinks to documents for NELPS. The board is excited by the development of the 2024-2026 strategic plan and sees no reason why it shouldn't be approved in the February meeting.</p> <p>TP – happy to take an active role in creating hui / whanau in 2024 and link in with WP. Bringing in parents to hear what they want to discuss rather than bringing topics to them.</p> <p>Principal's Dashboard – verbal update MP Good term - busy term Sporting initiatives coming up. Warriors in next week sports project – hands on activities Year 10 camp out next week Rata won't have a workspace in week 10 (Monday 11th) being used for Elim Christmas box – will organize a sports day. Prize giving 12th December Last day 13th December Thank you to the Board from Mel for being given the opportunity while Wendy has been away. MB – From the Board a big thank you Mel – you have thrived in the role. Thank you, Hayley, for your support of Mel</p> <p>H & S report – Hayley – taken as read Fire drill scheduled – no issues noted. Newly implemented RAMS forms are very beneficial. Teaching staff are now responsible for the thinking around events. The principal signs off day events.</p> <p>Action Point- Overnighters – should this be signed off by the board or the principal?</p> <p>Hazard identified – parent driving and turning in the school driveway. Gate 3 (Chapel) is designated drop off point. Staff on duty at the gates – wearing vests. TP – bus pick on opposite side of road, no road crossing. No coverage for rainy days at gate 3? MP – requests for a crossing have been declined. MB – we should keep asking.</p>		

