

REPOROA COLLEGE

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

Board of Trustees Meeting Minutes

Wednesday 12th August 2020

6.30 pm Meeting Room

Meeting Commenced 6.31 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
<ol style="list-style-type: none"> 1. Introduction <ol style="list-style-type: none"> a. Karakia & Mihi b. Present & Apologies c. Minute taking for today's meeting 	Kerry Pearce	<ol style="list-style-type: none"> a. Aaron Brendan, Catherine, Graham, Aaron, Kerry, Bruce, Hine via Zoom , John arrived 6.35 Apologies: Melissa In attendance: Bianca Voss b. Sue
<ol style="list-style-type: none"> 2. Administration 3. Confirmation of minutes [Circulated] of last meeting 4. Matters arising from previous minutes not covered on agenda 5. Correspondence inwards/outwards Finance Report June/July 2020 	Kerry Pearce	<p>Confirmation of minutes deemed true and correct. Moved by Catherine Seconded by Brendan All in favour.</p> <p>Correspondence In: email received, a request for a timetabling policy from the MOE. Brendan to respond Finance report: See attached</p> <p>The readjustment of wages for the support staff with take effect before the end of the year. The MOE will reimburse us for this. Kerry asked if Brendan has put thoughts into next year's budget, which he has. Finance report moved by Brendan seconded by Catherine all in favour</p>

<p>1. Principals Report</p> <ul style="list-style-type: none"> a) Academic Achievement <ul style="list-style-type: none"> ● Vocational Pathways b) Co-curricular Enrichment c) Investing in People <ul style="list-style-type: none"> ● Staff Appraisals d) Inclusiveness e) Community Relations f) Resources <p>Monitoring</p> <ul style="list-style-type: none"> a) Ratification of Stand downs and Suspensions b) Section 27s c) EOTCs 	<p>Brendan Carroll</p>	<p>Principals report: See attached</p> <p>Attendance data discussed. Brendan explained the vocational pathways and how the data is presented. The board are aware they need to address the junior school to enable them to be successful in the senior years. Staff management was discussed and what Brendan has in place to see the cultural responsiveness of the staff to the students. Having flexibility in the curriculum for the students to keep them engaged in their learning. The teaching of Te Reo was discussed in depth.</p> <p>This will be discussed further in the charter discussion. Our current NCEA data was also discussed, see attached. Brendan would like to implement 100% choice of subject for all students with their parents prior to the end of year.</p> <p>ERO came in, walked into classes. They will be back in November for their final report in December. Action report from Knisha to be filled out by the board. Kerry asks that all board members fill this out individually then to come back to discuss as a board. Brendan to put into a google sheet and then the board will re convene to collate the information.</p> <p>Bianca to update where the Force are at.</p> <p>They went really well until covid. They have an opportunity to fundraise for sports in Term 4.</p> <p>Calving is not a great time so they will look at an event late Oct early Nov. Their goal is to put all money towards the kids at the school. They are currently looking at opening a back account for the force. Their next meeting is Monday the 17th at the Woolshed at 7pm. The force would like some direction for their fundraising. A couple of Board members will attend.</p> <p>Principals reports moved by Brendan seconded by Catherine all in favour</p>
<p>4. Strategic Planning –</p> <ul style="list-style-type: none"> a) Policy Reviews <p><u>Term 3 Reviews</u></p>		

<p>Learning Support Appointment Procedure Child Protection Charter Update</p> <p>b) Charter Update</p> <ul style="list-style-type: none"> ● Charter working group update - survey <p>c) Assurances</p> <ul style="list-style-type: none"> ● Annual Report to Auditor ● Emergency Evacuation Procedure Update ● Student Representative Election Election Friday 18 September <p>d) Community Survey</p> <ul style="list-style-type: none"> ● Next steps <p>e) Property Plan Update</p> <ul style="list-style-type: none"> ● Property working group update ● Next Steps Property Planning ● Mahi Tahī/student voice <p>f) Attestations</p> <ul style="list-style-type: none"> ● 2018 Audit Report ● 2019 Audit Report 		<p>Term 3 reviews to be done. Please do them. Charter update. Brendan to collate the data from the parents, students and staff. Brendan to have to the board by Thursday next week. Charter meeting to be had Wed 26th at 6.30pm Bring a plate. 2019 audit report to be followed up with the Ministry. Evacuation to be done within the school. Student election, nominations called today. Property report See attached. The tech block should take 11 weeks to complete Brendan requests permission to purchase the bark for the playground when needed. Motion put forward by Brendan. Board accepts. School house update see attached.</p>
<p>5. Any Urgent General Business To be tabled through the Chair seeking agreement to be addressed or placed on next agenda</p>		<p>NIL</p>
<p>4. In-committee In-committee Minutes Principals Appraisal Matters Arising</p>		<p>In committee 8.02pm Out of committee 8.26pm</p>
<p>Meeting Closure</p> <ul style="list-style-type: none"> ● Preparation for next meeting - Canteen 		<p>School houses Discussed. Rents to increase on the 1st Jan 2021</p>

- School Houses Closing Karakia		Closing karakia: Aaron
Date of Next Meeting: Wednesday 23rd September 2020 6.30pm		
Meeting closed		8.32pm

Signed BGS Chair:  23/9/20.