

Minutes of the meeting held

on **Tuesday 22nd February, at 6.00pm (via Zoom)**

Present: Lisa Compton (Chair), Sabine Brooke, Fran Dowson, Lisa Lumsden, Trish Ripi, Stuart Tabuteau, Cushla Shepherd

Apologies: John Rutherford, Gareth Juddery

Board Secretary: Maree Nolan

18:03 Welcome & Karakia (Trish Ripi)

18:06 Apologies / Declaration of any conflicts of Interest

- Apologies- John Rutherford, Gareth Juddery
- Declaration of conflict of interest – none registered

18:10 Board Chair Nomination and vote

- Lisa Compton nominated for Board Chair. Lisa Compton confirmed to take nomination. This was seconded, and Lisa C was elected Board Chair unopposed.
- John Rutherford was nominated for Deputy Board chair. This was seconded, and John was elected Deputy Board Chair unopposed.

18:14 Consent Agenda: (Chair)

- Confirmation of minutes 23/11/21; Correspondence;
Action: Taken as read and approved.

18:45 Principal Report (Cushla Shepherd)

- Overview and highlights talked to from Principals report. This included an overview summary of the reported NAGs.
 - Strategic Plan – currently processing data from consultation surveys
 - NAG 1 – Very positive start-up for the year despite not being able to hold annual Powhiri and other key events.
 - ANOVA reporting due 1st March. To be shared with the Board at March meeting – add to agenda.
 - NAG 2 – Parent communication emails sent approx. twice a week. Some Board members haven't received these (as no student at the school). Noted to forward copies to BoT.
 - NAG 3- SENCO resignation, Refreshment Leave applications – *In-committee*

18:10 Finance and Property Report (Bruce Wang)

- Property : Lift Project, currently with Architect. Next step would be to start the Procurement / Tender Process. The balance of carpet replacement work should be completed in the April School Holidays.
- Wharenui Project: Overview of potential sponsorship opportunities. Business Manager to report back to the Board in 2 weeks (by 9th March) with an update on sponsorships.
- Curriculum fees discussion, Principal to update the Board by Friday 25th February. To then be reviewed by the Board.
- 2022 Budget: Budget for 2022 was brought back to the Board for approval. Discussion was had, with further detail now requested.

“In Committee”

20:09 PPTA Meeting

- Overview and update of the meeting held last week, Board Chair and Principal with PPTA representative and staff representative. This was a positive meeting, with meetings' now set to meet once a term to review progress.

20:11 Designated Authority Policy Review

- Schedule of Delegation (Nos 18 & 19) from the Governance Document to be updated, and then separated out to create a standalone document called BoT Schedule of Delegations within Dropbox.
- Changes: Finance & Property Sub Committee – add a Board member; Add in School Health & Safety committee, and add a Board member to attend.

20:16 School Docs

- Policy Reviews – Board to review policies online in School Docs. Comments to be submitted through School Docs. These comments are then emailed to the Principal

20:24 Closing Karakia

Meeting Closed 8.24pm

NEXT MEETING: - Tues 29th March 2022, 6.00pm at AJHS / or by Zoom (dependant on Covid Levels).



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Chair [Lisa Compton]

02/03/22
Date