

20 August 2024

## NOTICE OF HUI POARI



Nga hui poari - our Board of Trustee meeting - will be held on  
**Tuesday 27 August at 5.30pm in the staff workbay**

## KAUPAPA - AGENDA

*Please advise the Presiding Member if you believe you have a conflict of interest with any agenda item.  
(If you have any items for the agenda please forward to or notify the Presiding Member and Principal at least two days prior to the meeting.)*

### KARAKIA - WELCOME

### PRESENT

**IN ATTENDANCE** Janette Potter (Deputy Principal)  
Brian Lee (Report to the Board - Administration)  
Katherine-Mary Molloy (Minute Taker)

**APOLOGIES** Maree Kleinlangevelsloo, Zara Kleinlangevelsloo, Sefton Vuli

*Any observers are reminded that they are very welcome to stay for the entire open meeting but do not have speaking rights unless they have approached the BoT Presiding Member prior to the meeting about a specific matter they wish to address.*

*The Presiding Member reminds Trustees that the Board is here to provide an education for our young people – Opportunity and Success for All". In discussions, if the Board cannot answer that question of "What does it have to do with student achievement", they then need to ask, "Why are we discussing it?"*

### 1. MENETI O TE HUI - MINUTES

Minutes of the open section of the meeting held on 30 July 2024 to be confirmed.

### 2. KO NGA MEA E ARA AKE ANA - MATTERS ARISING

- 2.1. Mr Peter: Send to the Board information on Māori Learning opportunities
- 2.2. Mrs Moreton: The Special Needs committee meeting is to be held on a Thursday possibly Week 5. Mrs Moreton will contact Mrs Nicholson. ✓
- 2.3. Mr Lee: Mr Lee will arrange a meeting when he returns from leave re the proposal gym upgrade. ✓
- 2.4. Mrs Kleinlangevelsloo: Directing some funds from the International Department for the use of the Urban Farm (carried forward)
- 2.5. Mrs Lowrey: Sexual Harassment Policy (deferred to August meeting due to apology) ✓
- 2.6. Ms Molloy: to add to the procedure delegation of authority disciplinary committee. ✓
- 2.7. Mr Bali: Are teacher aides allowed to drive students? (Mr Bali will check)
- 2.8. Mr Gordon: will email Ms Molloy a brief précis about himself as he has been appointed to the Board for the website and for an introduction to our community for the newsletter. (to be added KMM) ✓

### 3. REPORT TO THE BOARD - ADMINISTRATION (BRIAN LEE)

### 4. PŪTEA ME TE KAUTE - FINANCE

- 4.1. Monthly Report
- 4.2. Increase in the total credit card limit for the school from \$19500 to \$24500 (*to be ratified*)
- 4.3. Financial Overview

### 5. NGA PŪONGO TŪNGA - MONITORING (*written report required where indicated with a ✓*)

- 5.1. Principal's report ✓
- 5.2. Staff report ✓
- 5.3. Student report ✓
- 5.4. Health and Safety report nil
- 5.5. Management Committees ✓
  - 5.5.1. Property
  - 5.5.2. Special Needs

### 6. KAUPAPA HERE - POLICIES AND PROCEDURES

- 6.1. Sexual Harassment Policy

- 6.2. Sexual Harassment Policy (New draft)
- 7. CORRESPONDENCE (C) AND PUBLICATIONS. (P)**
  - 7.1. INCOMING –**
    - 7.1.1. Survey (ERO) Closed
    - 7.1.2. Notice of Special Meeting
    - 7.1.3. The Education Review Office's 2024 evaluation of Relationships and Sexuality Education in schools (FYI)
    - 7.1.4. STA News - Succession Planning  
<https://www.tewhakaroputanga.org.nz/assets/STANews-July-24-v2.pdf?vid=6>
  - 7.2. OUTGOING –** Appointment of the Returning Officer
- 8. STRATEGIC FOCUS**
- 9. ANY OTHER BUSINESS**
  - 9.1. School Docs Update (Mark)
    - 9.1.1. Exit Interviews
  - 9.2. Website Refresh
  - 9.3. Article for Newsletter
  - 9.4. Notice of Special General Meeting (NZSBA - formerly NZSTA)
- 10. RAMS**
  - 10.1. RAMS Sub Committee
  - 10.2. RAMS Form Kapa Haka Noho at school (Redacted Copy) and Summary
  - 10.3. RAMS Form Araiteuru Marae and Summary
  - 10.4. RAMS Ski Trip
- 11. DATE OF NEXT MEETING – 24 September 2024**