

## August 26th Postponed to September 2nd Meeting Minutes

### 1. Administration Matters

- Apologies: Nil
- Whakawhanaungatangata, honoring outgoing board members and welcoming of incoming board members.
- **Appointment of Presiding Member**

**Nominated:** Guy Bakewell, Peter Giesbers, Mike Shaw.

**Nomination accepted:** Guy Bakewell - duly declared as Presiding Member

Recommend that the Principal who can not be the Presiding member (nor can the staff or student rep) oversee this process.

Duly elected Presiding Member chairs the meeting from this point onwards.

2. Basic Orientation - Distribution of Board Folders: Discussion on Governance
3. **Policy Review:** (see Annual Agenda) 5-15 mins Board Code of Conduct [Trustees' Code of Ethics](#)

The outcome of the review is that the Board of Trustees are aware of their obligations defined in the policy.

### 4. Delegations to Principal: Recruitment Process and Imara

Discussed appointing a recruiting officer for the process of appointing the new Principal.

Next step is to meet with the recruiter to get the process going.

### 5. Board Correspondence [5-15 mins](#)

Board decision regarding the letter to the Board about Basketball court safety is to remove the goal post at the top end of the court.

ERO visit in term 4

School Bus run amendment implications for the Board.

Moved: Inwards be accepted and outwards approved

D Rogers/R Torr

Carried

### 6. Financial Report [5-15 mins](#)

- Presentation and analysis of the financial accounts

Moved report accepted and accounts approved for payment

D Rogers / R Torr

Carried

**7. Strategic Focus** (see Annual Agenda) 45-60 mins: Ongoing summary of progress to date

- **Principal's Report:** [Ongoing summary of progress to date.](#)

**Moved: Principal's report be accepted**

D Rogers / R Torr

Carried

- **Staff Report** (if any) Nil

- **Student Report** (if any) Nil

**8. Special Topic:** (see Annual Agenda) 45-60 mins: Nil

**9. Previous Meeting Minutes - Confirmation and Matters arising**

**Moved taken as read**

**M. Shaw / R Torr**

**Carried**

Discussed addressing toilet issues and possible solutions involving the Brick House - no decision made.

General Business.

Discussed moving meetings to 10:00am on meeting days. Agreed.

Board Vacancy: Moved that Mike Shaw approach Kiri Tavaga to be co-opted onto the Board until the By election is completed.

R Torr/M Tito

Carried

**10. Meeting Closure** 5-15 mins

- Comments on meeting procedures and outcomes
- Preparation for next meeting. Next Meeting October 14th.

Closing Prayer: Peter Giesbers

2025	11 Feb	25 Mar	6 May	17 Jun	29 Jul	26 Aug	14 Oct	18 Nov
Policy Review (5-15 Mins)	Principal's appraisal report and agreement	Health and Safety & legal responsibilities		Board Roles and Responsibilities		Trustees' Code of Ethics		Chairperson's Role
Curriculum Review (5-15 Mins)	Variance reports and annual targets confirmed		Social Science including local history and Biblical Studies		Health and PE		Arts: Visual and Performing	
Strategic Focus (45-60 Mins)	Annual Plan Approved	Literacy		Numeracy	Primary Report Integrated Curriculum	Ongoing summary of progress to date		Budget
Special Topic (45-60 Mins)	Pandemic Plan			NCEA Progress	Property Report		NCEA Progress	