



Board of Trustees Meeting - Minutes 27 February 2020 6-8 pm

Item:	Time:
1. Opening karakia	
2. Administration 2.1. Welcome - Lisa Thomson (2019 Chairperson) Staff acknowledgement and Planning congratulations from the Board 2.2. Election of Board Chair and BOT Secretary Louisa Barham (Interim Chairperson) Call for Nominations: LT - ELECTED Chairperson Accepted: JH/TW JH - ELECTED Deputy Chair Accepted: LT/TW Board Appointing BOT Secretary H. Rossi - Accepted	5-10 mins
3. Present/Apologies Apologies: A Drysdale Joe Hassell T Wrigley (6.12pm Arrival) MOVE LT/AL 3.1. Approval of previous meeting minutes 20 Jan 2020 Masterplanning Move LCL/TK 3.2. Matters arising from previous minutes Nil - In-committee OUT motion - (items moved to General Business if in-depth discussion required) 3.3. Correspondence - Inward/Outward MOVE LT/AL	
4. Monitoring 4.1. Finance Report from meeting held 24 February 2020 Move JH/FP 4.2. Property Report - nil Next Meeting: 2 March 2020 - Monday Clarifying our 5YA/10PP, cyclical maintenance plan, School houses, Future building building/planning/placement,	30 mins

CHAIRPERSON
Raglan Area School
Board of Trustees

Date: 19/3/20
Lisa Thomson
BOT Chairperson
27 Feb 2020
Minutes



- 4.3. Roll-capping, Differentiating Property Income Streams.
[Principal's Report](#) / Student Achievement & Progress against strategic objectives - Louisa presented.
Statistics generated from the Edge system were presented to the Board. Louisa and Liam discussed the hiccups in functionality currently being experienced by the SMS. Joe volunteered to assist with the discussions between School and Edge Software provider.
Spoke of NAG 2 - RAS Analysis of Variance against Targets. Ready for presentation in the March meeting by Deputy Principal - A Hohepa. Documents are available to the board to familiarise prior to March meeting.

Board input re Staff Progress & Achievement and reporting to the Board

The following items were identified by the Board as a reporting requirement each meeting:

WTE - Write that Essay - Literacy/Writing

PB4L - Positive Behaviour for Learning - emphasis on bullying which is present in our school. What strategies can the school put in place and how do you measure success. The board requested Principal make a public statement about PB4L in regards to bullying as well as overview of Standdowns and Suspensions.

MAORI ACHIEVEMENT - Results/Tracking please

Y11-13 - Results/Tracking please

BENCHMARKS - Can we look at BENCHMARKS - National Standards and Levels seem inconsistent across schools. Can we reassess ours?

Outcome: LB to ask DP to provide brief updates of each of these items each month/meeting. Also what challenges are the staff dealing with in order to report back against these 5 items.

Approval of Principal Delegations 2020 Move JH/AL

- 4.4. Chairpersons Report - verbal update
- 4.5. Sub-committee Reports NIL
- 4.6. Student Rep's Report - N/A
- 4.7. Board [To Do List](#) Review



<p>5. In Committee Discussions</p> <p>5.1. Complaints Process</p> <p>5.2. Principal Interim Appraisal Report - hard copy to be given out Board information only.</p>	15 mins
<p>6. General Business /Strategic Discussions-Decisions</p> <p>6.1. Student Safety - (AL) Discussed In-Committee</p> <p>6.2. Sunsmart Policy Sunscreens in every class 1L bottles. 10 spare hats in the classroom. Bucket hats. Regular updates and reminders via communications. Policy Committee to review and present March 26, 2020.</p> <p>6.3. School EOTC Trip 120km+ BOT Approval: JH/AL for the Distance criteria only. LB to have final approval for the EOTC trip.</p> <p>6.4. Governance PLD / Annual NZSTA Conference https://www.nzstaconference.co.nz/ - March 2020 or before to make decision to attend.</p> <p>6.5. Vision Statement Mission Statement to remain. Vision Statement - "Every Student Thrives" This sits within the charter. Use Statement No. 4 within the document as a descriptive. Board Consensus</p> <p>6.6. School Uniforms - Sub committee to be formed: Liam Anita Tara Lisa - Invite TJ to be part of the committee. Make it smart, include Sports uniforms</p>	15 mins
<p>7. Board Self Review</p> <p>7.1. Comments on meeting procedures and outcomes</p> <p>7.2. Individual Board Members monthly reflections and contributions</p> <p>7.3. Preparation for next meeting. Identify agenda items. Mar 26, 2020 APOLOGIES: LISA THOMSON Y0-13 Data Presentation</p> <p>7.4. BOT Attendance</p> <p>7.5. Closing Karakia</p>	5 mins