

**Minutes from the Onewhero Area School Board meeting held
Tuesday 23rd November 2021 at 6pm via Zoom (due to alert level 3 being in place)**

Item no.	Item <i>Kaupapa</i>
1	The meeting opened with a karakia and special welcome to newly co-opted member Sara Bacica-Hutchison (new Maaori Community Representative). The Board also acknowledged and congratulated Tess Ritchie on her recent appointment to the Deputy Principal role.
2	Attendance <i>Tae-ā-kanohi</i> 2.1 Present: Owein Greaves (Chair), Graham Eskdale, Amie Morgan, Corinne Anderson, Sara Bacica-Hutchison, Rebecca Bills, Tessa Ritchie, Kimberley Cruickshank. 2.2 Apologies <i>Tuku aroha</i> : Clyde McCabe. 2.3 Declaration of conflicts of interests or pecuniary conflicts – nil declared.
3	Administration <i>Ngā Whakahaeretanga</i> 3.1 Confirmation of the October minutes. RESOLUTION That the October 2021 minutes be approved. M. Corinne Anderson S. Amie Morgan. 3.2 Correspondence Inwards correspondence: (a) Email correspondence / resolution sent from Board Chair on 09/11/2021 – as follows: RESOLUTION: The Board appoint Watershed to project manage Onewhero Area schools new term of 5YA property projects, as per the 10YPP submitted to MOE in July. M. Tessa Ritchie S. Corinne Anderson RESOLUTION That inwards correspondence be received. M. Graham Eskdale S. Rebecca Bills
4	Monitoring and Review <i>Aroturuki me te arotake</i> 4.1 October 2021 financial reporting was tabled. OG advised that the finance committee had met to review the documents. A brief overview was given. RESOLUTION That the October 2021 financial reporting be accepted. M. Graham Eskdale S. Tessa Ritchie. 4.2 Policies for Assurance by Principal: (a) Evacuation Procedure/Emergency Kit: RB advised that one thing will be implemented as a result of reviewing this for assurance. (b) Risk Management was assured by RB. (c) Length of School Year was assured by RB. (d) Monitoring and Auditing School Bus was assured by RB. (e) International Students – Attestation: RB advised that this is due 1 st December each year, due to Covid 19 a similar report to last years will be submitted around this. 4.3 Health & Safety – The process for a positive Covid case at OAS was tabled. RB talked through the document and its intended use, this was a shorter version of the full school process in order for parents to understand what happens in the event of a positive case at school. 4.4 Overnight & potentially hazardous activities / trip proposals - nil 4.5 Action list reporting from October meeting tabled. Confirmation of completed actions from October was given. RB gave an update around what actions on the ERO plan had been able to continue in term 4 despite lockdown. 4.6 General: (a) Useful life of Assets 2021 MINUTE: The Board accept the Useful Life of the School’s assets, as the following schedule: Buildings – 50 years Furniture & Equipment – 15 years

