

**Minutes from the Onewhero Area School Board of Trustees meeting held
Tuesday 19th July 2022 at 6pm in the OAS staffroom**

Item no.	Item <i>Kaupapa</i>
1	The meeting opened with a Karakia and OG welcomed everyone to the meeting.
2	<p>Attendance <i>Tae-ā-kanohi</i></p> <p>2.1 Present: Owein Greaves (Chair), Graham Eskdale, Rima Taua, Rebecca Bills, Tess Ritchie, Amie Morgan, Maddison Bradley, Derwyn Fail, Ashlea Murphy (via Zoom), Stacey Ingram (minute taker).</p> <p>2.2 Apologies <i>Tuku aroha</i>: Corinne Anderson.</p> <p>2.3 Declaration of conflicts of interests or pecuniary conflicts – TR advised that the school trip listed under 4.4(a) was her trip she was taking therefore would refrain from decision making around this agenda item.</p> <p>2.4 OG advised that there had been late agenda items to add as follows:</p> <ul style="list-style-type: none"> (a) Inwards correspondence - resolution to change the July Board meeting date (listed under agenda item 3.2(f) and 3.2(i)). (b) Inwards correspondence - resolution for Returning Officer fee and update to voting options for the Triennial elections (listed under agenda item 3.2(g) and (h)). (c) Review of mask wearing in school (listed under agenda item 4.3(a)). (d) Behaviour reporting for term 2 (listed under agenda item 6(c)). <p>RESOLUTION That the above late agenda items listed under (2.4) be approved to add to the agenda as detailed.</p> <p>M. Graham Eskdale S. Rebecca Bills</p>
3	<p>Administration <i>Ngā Whakahaeretanga</i></p> <p>3.1 Confirmation of June minutes</p> <p>RESOLUTION That the June 2022 minutes be approved.</p> <p>M. Tess Ritchie S. Rebecca Bills</p> <p>3.2 Inwards Correspondence was tabled as:</p> <ul style="list-style-type: none"> (a) Education Gazette, 2 May 22 – vol 101, #5 (b) Education Beyond the Classroom, May 2022, issue 51 (c) Education Gazette, 23 May 22 – vol 101, #6 (d) Education Gazette, 13 June 22 – vol 101, #7 (e) Request from ERO for School Self Audit and Assurance Statement. There was a discussion around the statement and it was agreed that this could be signed and approved by the Board and that the requirements had been met. (f) Update to July Board meeting date, as per email resolution sent 04.07.2022 advising the need to change the meeting date due to illness. <p>RESOLUTION That the OAS BoT meeting for July 2022 be moved from Tuesday the 5th to Tuesday the 12th. Time of 6pm to stay the same.</p> <p>M. Derwyn Fail S. Graham Eskdale</p> <p>(g) Email resolution sent 06.07.2022 to confirm the Returning Officer fee for the Triennial elections.</p> <p>RESOLUTION The OAS BOT agree the fee for the role of Returning Officer for both the staff and parent elections is \$1425.75.</p> <p>M. Amie Morgan S. Maddison Bradley</p> <p>(h) Email resolution sent 06.07.2022 to change the voting for the Triennial election to be paper voting only (no electronic option).</p>

	<p>(h) There was a discussion around the upcoming Strategic Day (for Board and SLT to be held 24.08.22), with RB giving an update around the changes moving forward. RB advised that the aim of this day was to complete the Strategic Goals for the next 3 years. Surveys to gather feedback from students, teaching and support staff plus parents/whanau will highlight any common themes that will form part of how this takes shape.</p> <p>4.6 General:</p> <p>(a) RB gave an update on out of zone places filled with students starting term 3, 2022.</p> <p>(b) The Mid-year School leaver data report was tabled. There was a discussion around this and how the numbers of leavers had decreased which was positive to see.</p> <p>(c) RB presented an overview of the Teacher Professional Growth Cycle. There was discussion around this. RB advised that the process had been co-created with staff at the beginning of the year however COVID had already negatively impacted on this cycle. RB advised that an observation template was being worked on and talked through a good example from another school which this would likely be based off. RB advised that there was criteria on who the Observer could be. Observations were a requirement for teacher registration.</p> <p>(d) The Student Rep election details were discussed and confirmed as follows:</p> <ul style="list-style-type: none"> • Tracey Paton was appointed as the returning officer for the 2022 Student Election. • The Election Day was agreed as being 21.09.2022 (the common election date). • This Election is for one student rep only. • Remuneration for this election is by way of existing hourly rate for any additional hours worked outside of Tracey’s normal hours in order to complete the Returning Officer duties.
<p>5</p>	<p>Strategic decisions <i>Whakatau rautaki</i></p> <p>(a) Bullying and Online Bullying – no changes to policy were identified.</p> <p>(b) Surrender and Retention of Property and Searches – It was agreed that a link to the ‘Surrender Prohibited Items’ policy in the first bullet point of this policy needed to be added. A process of how students/community are made aware of prohibited items needed establishing. RB talked about the anti-bullying program for years 0 -13 that would be implemented at the beginning of next year - the ERO audit had highlighted the need for a bullying program to be established.</p>
<p>6</p>	<p>Strategic discussions <i>Ngā kōrerorero rautaki</i></p> <p>(a) SENCo update for term 2 was tabled. It was noted that the number had dropped from previous reporting. RB gave an update on the fencing, this would be completed in the next few months.</p> <p>(b) HOD report from Social Sciences was tabled. There was a discussion around HOD reporting and what the Board wanted and whether the current template was fit for purpose. There was a discussion around this.</p> <p>(c) Behaviour reporting for term 2 was tabled. RB gave an overview of what incidents get reported at Board level. There was a discussion around the Truancy number in the report.</p>
<p>7</p>	<p>In committee and Personnel <i>Hui mema anake kaimahi</i> from 8:03pm to 8:32pm</p> <p>In accordance with the provisions of Section 48 (1) of the Local Government Information and Meeting Act of 1987, it was moved for reasons of confidentiality that the meeting move into committee to discuss various matters. After discussion it was proposed that the meeting move out of committee, as per the provisions of Section 48 (1) (a) of the Local Government Information and Meeting Act of 1987.</p>

8	Meeting closure <i>Whakamutunga</i> 8.1 The following topics were selected for newsletter reporting: Upcoming Board elections (OG), Student Council nominations and information (MB). 8.2 No agenda items for the next meeting were tabled. The meeting closed with a karakia at 8:35pm.
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