

**Minutes from the Onewhero Area School Board of Trustees meeting held  
Tuesday 23<sup>rd</sup> August 2022, 6pm held in staffroom**

Item no.	Item <i>Kaupapa</i>
<b>1</b>	<b>Karakia</b> / welcome.
<b>2</b>	<p><b>Attendance <i>Tae-ā-kanohi</i></b></p> <p><b>2.1</b> Present: Gayle Bovill, Maddison Bradley, Owein Greaves, Ashlea Murphy, Rima Taua, Graham Eskdale, Derwyn Fail, Corinne Anderson, Amie Morgan, Rebecca Bills (minute taker), Tess Ritchie.</p> <p><b>2.2</b> Apologies <i>Tuku aroha</i>: Nil</p> <p><b>2.3</b> Declaration of conflicts of interests or pecuniary conflicts. Nil</p>
<b>3</b>	<p><b>Administration <i>Ngā Whakahaeretanga</i></b></p> <p><b>3.1</b> Election of Board Chair (post triennial election results). Owein Greaves M: GE S: DF</p> <p><b>3.2</b> Election of Deputy Chair. Graham Eskdale M: OG S: DF</p> <p><b>3.3</b> Allocation of trustee portfolios for remainder of 2022:</p> <ul style="list-style-type: none"> <li>(a) Health &amp; Safety Derwyn Fail, Maddison Bradley, Rebecca Bills</li> <li>(b) Finance Owein Greaves, Graham Eskdale, Amie Morgan, Rebecca Bills</li> <li>(c) Property (school houses only)</li> <li>(d) Property (school / projects) Form as needed.</li> <li>(e) Personnel: All Board members are able to participate; the committee will be formed by the Appointment Committee policy requirement and who is available at the time.</li> </ul> <p><b>RESOLUTION:</b> The Board delegates authority to the Appointment Committee to make decisions on behalf of the Board when recruiting. M. CA S. GE</p> <ul style="list-style-type: none"> <li>(f) Discipline: All Board members except the Principal are able to participate, this will again be determined by the number of members required to attend and who is available at the time of requirement.</li> </ul> <p><b>RESOLUTION:</b> The Board delegates authority to the Discipline Committee to make decisions on behalf of the Board at suspension and other disciplinary hearings. M. AM S. CA</p> <p><b>3.4</b> Confirmation of July minutes <b>RESOLUTION</b> That the July 2022 minutes be approved. M. GE S. AM</p> <p><b>3.5</b> Inwards Correspondence tabled:</p> <ul style="list-style-type: none"> <li>(a) Education Gazette, 4 July 22 – vol 101, #8</li> <li>(b) Education Gazette, 25 July 22 – vol 101, #9</li> <li>(c) Letter from Stats NZ re PISA</li> <li>(d) Email from Country Kids Club</li> <li>(e) Have your say – Principal Eligibility Criteria for use by School Boards – email 15.08.2022.</li> <li>(f) Reporting received from Deloitte for school financials for year-end 31.12.2021 as follows: signed and stamped 2022 Annual Report, Deloitte’s Report to the Board, Auditor report.</li> </ul> <p><b>3.6</b> Outwards Correspondence:</p> <ul style="list-style-type: none"> <li>(a) Letter of appointment to Returning Officer: Student election</li> <li>(b) Email response to Country Kids Club</li> </ul>

	<p><b>RESOLUTION</b> That inwards correspondence be received and outwards correspondence be approved.</p> <p>M. AM S. RT</p>
4	<p><b>Monitoring and Review <i>Aroturuki me te arotake</i></b></p> <p><b>4.1</b> Finance reporting for July 2022.  <b>RESOLUTION</b> That the July 2022 financial reporting be accepted.  M. GE S. AM</p> <p><b>4.2</b> Policies for Assurance:</p> <p>(a) Safety Management System  Assurance safety management system is in place and being used.</p> <p>(b) International Learners  None at this stage. Action for next meeting: RB to inform board of how much it will cost. \$3000 has been budgeted in July review.</p> <p>(c) Physical Restraint  No support staff currently have authorization.</p> <p><b>4.3</b> Health &amp; Safety reporting.</p> <p>(a) Review of mask wearing in school.  Discussion around use of masks and whether it is working. Decision made to keep status quo until the end of term.</p> <p>(b) Kamar Assessment report.  Report tabled as read.</p> <p>(c) Kamar Sick Bay &amp; Injury Report.  Report tabled as read</p> <p><b>4.4</b> Overnight &amp; potentially hazardous activities / trip proposals:</p> <p>(a) AIMS games Mt Maunganui – 4<sup>th</sup> to 9<sup>th</sup> September.  (b) UNISS Netball Auckland Central – 29<sup>th</sup> to 2<sup>nd</sup> September.  (c) OEL Wairamarama Tramping Trip (Reese’s farm) – 13<sup>th</sup> to 14<sup>th</sup> September.  (d) OEL Pinnacles Tramping Trip – 27<sup>th</sup> to 28<sup>th</sup> September.  (e) Y11 PE trip to Rotorua – 12<sup>th</sup> to 13<sup>th</sup> September.  Board approves all trips to go ahead.</p> <p><b>4.5</b> Action list reporting from July meeting tabled.</p> <p><b>4.6</b> General:</p> <p>(a) Proposed 2023 OAS term dates for approval. Dates approved.  (b) Attendance report for term 2, 2022.  Discussion of attendance and strategies that were working - eg home visits. Discussed Year 11-13 and students leaving during the day. Action RB: Send letter out to community outlining attendance challenges re learning at home, leaving school during the day, and notification of absence.  (d) Property report from Watershed for July 2022.  Roofing project will start in October holidays with Tech block and the old A block. Rest to be done in summer holidays to reduce interruptions to classes. Asbestos report has been completed.</p>
5	<p><b>Strategic decisions <i>Whakatau rautaki</i></b></p> <p>(a) Child Protection  (b) Abuse Recognition and Reporting  (c) Care and Management of Students  (d) Harassment</p> <p>Discussed policy, no feedback received. No changes to be made.</p>
6	<p><b>Strategic discussions <i>Ngā kōrerorero rautaki</i></b></p> <p>(a) Principals report  (b) Student achievement data – term 2</p>

	<p>Discussed Year 3 and 7. Highlighted Year 4 and looking at what is working well there and how it can be replicated.</p> <p>(c) HOD report from Maths</p> <p>Gayle highlighted aspects of the report pointing out positives.</p>
<b>7</b>	<p><b>In committee and Personnel <i>Hui mema anake kaimahi</i></b></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>
<b>8</b>	<p><b>Meeting closure <i>Whakamutunga</i></b></p> <p><b>8.1</b> Select topics for newsletter reporting</p> <p><b>8.2</b> Call for agenda items for next meeting – nil.</p> <p><b>8.3</b> Meeting evaluation</p> <p><b>Karakia</b>, meeting closed.</p>