



**Vision:** Leading our Learning - Whai Akoranga

**Mission:** We will empower and lead our tamariki to value their learning, identity, whānau and place.

**Values:** Together we are - **R**espectful, **A**daptable, **C**reative and **K**ind.

**Ward School Board of Trustees Meeting Agenda**

**Date: Wednesday 3rd August 2022, 5pm**

<b>Item No</b>	<b>Agenda</b>	<b>Person responsible</b>	<b>Meeting due date</b>
1.0	<b>Welcome:</b>		
2.0	<b>Meeting Protocol</b>		
2.1	<b>Present:</b> John Hickman, Kieran Hickman, Simon Todhunter, Carey Huria and Locky Taylor, Hannah Throssell and Deborah Klenner. <b>Minutes:</b> Deborah Klenner		
2.2	<b>Apologies:</b> Shelley Bedingfield		
2.3	<b>Alterations to the Agenda:</b>		
2.4	<b>Declaration of interests:</b>		
3.0	<b>Meeting Administration:</b> Minutes of the previous meeting - MOTION to be proposed by the Chair that BOT Minutes Wednesday 15th June 2022 were a true and accurate record. John Hickman All in favour <b>Minutes to be signed</b> - corrected the spelling of the previous agenda to PB4L	John	
3.1	<b>Correspondence:</b> <b>Inward Board Correspondence:</b> Candi Bus route information Bus review Aug 2022.pdf <b>Outward Board Correspondence</b>		
3.2	<b>Matters Arising from Correspondence:</b>		
4.0	<b>School Charter and Key aims update:</b> <b>Ka Hikitia</b> - Welcome Phil Funnel (DP Whiterlea) and Christee Dalziel (DP Whitney Street)	All	1 hr
4.1	<b>Bus information</b> -Meeting held with MOE - BOT to decide on Ministry review -End of year Review  <u>MOE Bus meeting</u> Workshop presentation notes.docx DR Bus Meeting Minutes Bus Workshop presentation v2.pdf  John "Motion we do not proceed with the MoE bus review."  Term 4, 2022 Locky & Kieran to conduct a 'within bus survey'	2nd Hannah  All	
4.2	<b>School Docs Policy Review:</b> <a href="#">Instructions for online Policy Review</a> <a href="#">Policy Review Schedule 2022</a>	All	

	<p><b>Policies for BOT review Term 3:</b>  <a href="#">Student Wellbeing and Safety</a>  Sun Protection  Staff Wellbeing and Safety  COVID 19 Orange Level update <a href="#">MOE Bulletin re mask wearing</a></p> <p>Carey Huria - Motion to strongly recommend the wearing of masks for Y4-8 students and adults.</p>	Carey/Keiren	All
5.0	<p><b>Finance:</b>  MOTION: to ratify the  ■ <b>Ward School Management Report - June 2022 SUMMARY.pdf</b>  as true and accurate.</p>	Simon/Carey	
5.1	<p><b>Property Report:</b>  Motion to accept PacificNet contract - will be via email  The Board Chair proposes to accept the Pacific Net Contract. The agreement will be signed by John, Carey and Kieran on behalf of the School. <b>Motion by email, all in favour. Carried</b></p>	John	
5.2	<p><b>Funding Applications:</b></p>	All	
5.3	<p><b>SUE Reports:</b>  John Hickman has checked the processes and authorisations used to make payments to staff members, including the payments made to the principal and others in the school with payroll responsibilities.</p>	John / Carey	
5.4	<p><b>Personnel</b>  Update on Roll Increase Staffing</p>	Carey/Locky	
5.5	<p><b>BOT Elections Update</b>  Election date Wednesday 21st September - Discuss process.</p>		
5.6	<p><b>ERO update on audit</b>  <a href="#">Please read this background material</a></p>		
6.0	<p><b>Monitoring</b></p>		
6.1	<p><b>Principal's Report: BOT Principal's Report July 2022</b>  MOTION: <b>Accept Principal's Report</b></p>	Carey/John	
7.0	<p><b>Meeting Closure:</b> 8:53pm  Next meeting dates - Tuesday 6th of Sept.  BOT Dinner Friday 9th Sept</p>		
7.1	<p><b>Agenda items</b> - for next full Board meeting</p>		
	<p><b>In Committee -</b>  MOTION:  I move that the public be excluded from the following parts of the proceedings of this meeting, namely, Personnel —  The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and</p>		

	<p>Meetings Act 1987 for the passing of this resolution are as follows:  Ground(s) under section 48(1) for the passing of this resolution  — — —</p> <p>*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:  [give particulars)</p>		
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Signed: JHickman

Date: 6/9/2022


**Further Reading:**

[Leading an Effective Board](#)

[Governance Essentials](#)

[NZSTA Finance 1](#)

 NZSTA Finance 2.pdf

 BOT Governance Manual 2022