

Island Bay School Board of Trustees Meeting Minutes

21/9/17

| Agenda item | Discussion | Action required |
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| Administration | <p>Present: Paul James, Deborah Fenton, Fleur Fitzsimons, Hamish Groves, Jarryd Bradford, Justin Thirkell</p> <p>In attendance: Jacqui Innes, Amy Austin</p> <p>Apologies: Craig Rofe</p> | |
| Strategic Discussions NAG 4 Finance and Property discussions | <p>The Board approved the suggested amendments to the policies.</p> <p>The Board agreed that the Board Chair can approve international travel for staff.</p> <p>Deborah will seek approval from Paul for the next international travel, which is Deborah and Amy going to Melbourne and Sydney for a conference.</p> | |
| Strategic Discussions NAG 5 Health and Safety discussions | <p>Designated Child Safety Advocate is Deborah and then Amy Austin.</p> <p>These amendments will be circulated to the Board before the next meeting for discussion.</p> <p>Justin's suggested new policies:</p> <ul style="list-style-type: none"> - Removal of IT permissions when staff and students leave - or a bullet point in another policy - Postural/ ergonomics safety - Food and nutrition policy - this one needs consultation with the community | Deborah will ask any interested parents to a meeting to contribute to a Food and nutrition policy, in the next Term 4 |
| Strategic Discussions Restraint | <p>In August this year, the MoE published Restraint Guidelines for schools. This explains the instances when restraint is justified: when they are causing physical harm to others, and when a child is in danger. Schools are required to notify the Ministry of any instances of restraint.</p> | Deborah will publish this policy on the school website and communicate to whānau about this in the school |

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| | <p>Teachers have authority to restrain students in the justified instances outlined in the guidelines. Written authority for restraint will be given to other employees (i.e. teacher aids, office staff) at the discretion of the principal.</p> <p>The school policy has been amended to reflect these guidelines.</p> <p><i>The Board has noted the amendments and approves this policy.</i></p> | newsletter. |
| <p>Strategic Discussions Revised Behaviour procedure</p> | <p>Focus on Restorative Practice.</p> <p><i>The Board has noted the amendments and approves this policy.</i></p> | |
| <p>Strategic Discussions Design Principle 4</p> | <p>Taken as read.</p> | |
| <p>Strategic Discussions BOT election/ Returning officer</p> | <p>Justine Moore will be our Returning Officer. She'll do training next month.</p> <p>The Board will run a couple of events for parents to ask about what being on the Board entails.</p> <p>The Board approves three vacancies to be filled in the next election.</p> | |
| <p>Strategic Discussions Summary of governance, self-review</p> | <p>The Board noted the governance self-review and agreed to look at bringing NZSTA to work with the new Board on governance.</p> | |
| <p>Principal's Finance report Financial Report</p> | <p>The Board would like to congratulate the staff on a fantastic conference - well done on taking the time to do it.</p> <p>Taken as read.</p> <p><i>The Board moves to approve the principal's report. Moved by Deborah, seconded by Fleur, all in favour.</i></p> | |
| <p>Principal's Operations</p> | <p>Taken as read.</p> | |

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| report Operations report | <i>The Board noted this report.</i> | |
| Agenda items for the next meeting | Next meeting: Principal appraisal milestone reporting Health and Safety report Community Survey 6 year net Healthy Food Communication strategy | Deborah will share the draft parent survey with the Board |
| Administration - Confirmation of minutes | <i>The board moves to accept the minutes from the last meeting with amendments.</i> Moved by Fleur, seconded by Justin, approved by all. | Review action points from previous minutes. |
| Meeting closure 9.10pm | | |