

Island Bay School Board of Trustees Meeting

19th September 2019 – 7.30pm

AGENDA ITEM	DISCUSSION/MINUTES
Administration	<p>Present – Deborah, Elizabeth, Lizzie, Devon, Chrissie, Tai, Anna (via zoom)</p> <p>Apologies – Fleur</p> <p>In Attendance – Kerry, Jarryd, (Ian Rattray and Frank from IR Group Ltd for the first hour)</p> <p>Whakatauki - Whakataka te hau</p>
Confirmation of minutes	<p>Correspondence Minutes of the Prior Meeting The Board moves to accept the minutes for August.</p> <p>Moved by Devon, seconded by Chrissie, all in favour.</p>
10 Year Property Planning	<p>Ian and Frank (IR Group) will facilitate the school's next 10 Year Property Plan, funded by MOE.</p> <p>Topics they will be considering will include energy efficiency, light levels, acoustics, Co2 etc, plus how well our buildings suit how we want to teach, and how each of our current buildings meets the purpose it is used for. Priority is given to Health and Safety, then infrastructure, creating quality learning spaces, and finally discretionary items.</p> <p>Ian to report back on progress to the final board meeting of 2019 (5 Dec), and then to the following board meetings in 2020.</p>
Strategic Decisions	<p>Review Health and Safety Policy Delayed until next meeting</p>
Strategic Discussions	<p>Reading Recovery Report Taken as read. Kerry further discussed this report with the Board.</p>
	<p>Maori Reports Taken as read. Maria and Matt have shared a report about cultural activities and capacity across the school, that Deborah ran us through.</p>
	<p>Strategic Aim 4 The Board considered culturally responsive practice - for example, the running of Board meetings: how does the Board and School keep the Treaty of Waitangi at the forefront of what we do, and how does the Board build relationships in the community in culturally responsive ways?</p> <p>To consider in relation to cultural competency:</p> <ul style="list-style-type: none"> ● Governance - policy and procedures ● Strategic planning

	<ul style="list-style-type: none"> • Building relationships with the community • How to build capacity as a Board.
Principal's Operations report	<p>Financial Report (August) The Board moves to accept the Financial Report for August 2019.</p> <p>Moved by Lizzie, seconded by Elizabeth, all in favour.</p> <hr/> <p>Principal's Operations Report Taken as read.</p> <p>Rachel Jackson would like to take leave for 4 weeks in August/September 2020. This was approved by the board.</p> <p>Board approved permission to apply for grants to Countdown and WCC.</p> <p>Delegation In the absence of the principal. Either deputy principal will undertake the legal duties for a stand down. In 2019 the nominated person is Kerry Knap and Jarryd Bradford in her absence. In 2020, it will be Jacqui Innes or Caitlin Van Ballekom in her absence.</p>
Agenda items for the next meeting	<p>Next meeting - November 21st, starting at 3pm.</p> <p>Health and Safety Policy - Cristin</p> <p>2020 Budget</p> <p>Delegation (as above)</p> <p>Plus items listed below</p>
<p>Karakia</p> <p>Meeting closure: 10.30pm</p>	

Triennial Review Items for November Board Meeting

Please note that this meeting starts at 3pm-5pm. Staff feedback 3-5pm and then 6.30pm meeting

1. Review of strategic plan 2019, Team summaries 3-5pm
2. School docs
3. Approve draft plan 2020 strategic aims
4. Summary Strategic Aims
5. Role of the Chair review of BOT effectiveness
6. 2020 draft Financial 2019
7. Monitor 2019 monthly Financials

Confirmation of BOT Dates 2019:

21 Feb	21 March	23 May	20 June	15 August	19 Sept	21 Nov	5 Dec
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