

# CONFIRMED MINUTES

## NEW BOARD HUI



At the **Meeting 2** on **7 Nov 2022** these minutes were **confirmed with the following changes:**

*Note added regarding dissolving of Scot's delegations*

<b>Name:</b>	Pillans Point School
<b>Date:</b>	Thursday, 29 September 2022
<b>Time:</b>	6:00 pm to 7:15 pm (NZDT)
<b>Location:</b>	PPS Board Room, 101 Maxwells Road
<b>Board Members:</b>	Jacqui-Ellen Price, Marty Mayston, Rachael Arthur, Liam Geraghty, Monique Brooks, Lucy Sheppard, Clay Fulcher, Penny Askin
<b>Attendees:</b>	Sarah Warr

### 1. Opening Meeting

#### 1.1 Confirm Minutes

#### 1.2 Welcome!

Round the room introductions made

### 2. Major Decisions and Discussions

#### 2.1 Appoint Presiding member

Discussion held on presiding member.

Chairperson appointed: Martyn Mayston - nominated unanimously.

Deputy chair appointed: Monique Brooks nominated unanimously.

#### 2.2 Set roles

Postponed. External advisor will be coming to help the board in responsibilities and roles.

Bicultural champion role discussed. Build and strengthen connection with local Iwi as well. Of relevance to the direction of the new curriculum.



#### Look for External Board Advisor

Source external advisor to talk about governance/roles/duties/responsibilities of the Board. Hopefully to attend at next Board meeting.

**Due Date:** 31 Dec 2022

**Owner:** Jacqui-Ellen Price

## **2.3 Conflicts of Interest disclosure**

Continuing Penny's conflict.

Lucy - potential teaching conflict.

(Added agenda item 2.4 to load Interests into Board Pro to pull through to future meetings.)

## **2.4 Interests Register**

### **3. Board Tasks**

#### **3.1 Code of Conduct signing**

Reiterated the confidentiality responsibility of being a Board Member. Clarified sharing of public vs Board only information, and a little about In Committee process. information.

Code of conduct signed by all members. A copy saved in BoT drive at school.

#### **3.2 Delegations**

Scott's delegations to be transferred.

- Bank authorities successfully transferred.

Noted at next meeting: Delegations are listed under role (Chairperson) rather than Scott's name, therefore no document is required to transfer delegations.

### **4. Other Business**

#### **4.1 Appendix 2**

#### **4.2 Set last two meeting dates for 2022**

5pm on Mondays.

7 November

5 December

Sarah sent calendar notifications

#### **4.3 Handy information**

Discussion around Ethnicity determination with the Ministry. Consider clarity in the enrolment form to ensure ethnicities are correctly allocated. (Also encourages correct funding levels for the child).

Invitation posted for Board members to come and talk to Michelle at ERO.

#### 4.4 Next meeting

Talk about available PLD.

Any issues arising from code of conduct or any other items in this meeting.

Any opportunities or risks facing the Board.

Review induction process - 3 mths in. Feedback requested from Clay and Lucy.

Resolution to be drawn up - officially dissolving Scott's delegations.

Lifestyle position.

### 5. Close Meeting

#### 5.1 Close the meeting

**Next meeting:** No date for the next meeting has been set.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_