

CONFIRMED MINUTES

BOARD MEETING #4



At the **Board Meeting #5** on **16 Aug 2021** these minutes were **confirmed as presented**.

Name:	Pillans Point School
Date:	Monday, 5 July 2021
Time:	6:00 pm to 7:45 pm
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Anthony (Gus) Bishell, Catherine Flowerday, Mel McDonald, Mikael Carter, Rachael Arthur, Scott Hamilton, Shannon Hannah
Apologies:	Matt Simeon, Cherie Horne, Kevin Piermarini
Guests/Notes:	Wayne Gribble

1. Opening Meeting

1.1 Board Succession Planning

Mr Gribble was welcomed to the meeting.

Mr Gribble talked through the aspects of succession practice for board members as he saw it. This included focusing on readiness, recruitment and retention.

It was noted that the PPS website does not hold the board charter or other relevant documents that may be relevant for prospective board members.

The need to demystify the role of the board was important, including defining better the roles of each portfolio that board members undertook.

The board acknowledged the value in sharing information with other boards and thanked Mr Gribble for his contribution and insights.



Review list of Board Governance documents from NZSTA and add relevant documents to PPS website

Catherine to review and send relevant documents to Brooke who will upload to PPS website.

Due Date: 7 Aug 2021
Owner: Catherine Flowerday

1.2 Any Other Business

It was noted the volume of pressure that the teaching community had been under this term, particularly in the populating of the Hero product. Look to limit change in the coming months.

2. What have we achieved for the school in this meeting?

2.1 Board Insights to this Meeting

Mel - Acknowledged Mr Gribble contribution. The ability to make the board reflect on where we are, and what can be improved.

Mikael - Good to reflect on where we are. You don't know what you don't know.

Gus - As above

Rachael - As above

Catherine - Clear and concise direction and opportunities. Need to wrap timeframes around this.

Shannon - Clear path forward.

Scott - Good for board to reflect on role, allows is to be better servants of the school.

3. Close Meeting

3.1 Close the meeting

Next meeting: Board Meeting #5 - 16 Aug 2021, 6:00 pm

Signature: _____

Date: _____