

Coastal Taranaki School - Board

Meeting Minutes: 15 June 2021

Meeting opened at 7.03pm with Karakia (CT):	
Present: Gaylene MacLean (Acting Chair), Matt Moorby, Alex Gibson (Student rep.), Craig Taylor (Staff rep.), Liam O'Sullivan, Miriam White, Scott Walden (Principal),	
Apologies:	
Declaration of Interests: Nil	
2. Strategic Decisions:	
<p>2.1 Policy review: Part C, 4: Concerns and Complaints Process</p> <p>2.2 <u>BoT register of interest review - DB, GM to do</u></p> <p>2.4 In-committee items: None notified</p> <p>2.5 EOTC: None notified</p>	

3. Monitoring:	
<p>3.1 Attendance: Moved that Sylvia have speaking rights to talk to us. Tracking to be at 90% by end of year. Unjustified absences are dropping. Discussion around how we engage with whānau and students.</p> <p>3.2 Principal's Report Opunake High School - Transport Zone Agreement - Board agrees for SW to write up an agreement letter.</p> <p>Technology review - went well</p> <p>Property projects getting underway - canopy being costed by an engineer, solutions for hall cooling still being sought.</p> <p>-</p> <p>3.3 <u>2021 Targets</u> - presented by Sylvia and SW</p> <ul style="list-style-type: none"> - Attendance - Year 9 and 10 Maths and English - Whanau engagement <p>3.4 Financial: Auditors report - made suggestions for three areas of medium risk. Need to put Declarations of Interest on our website.</p>	<p>Moved GM/SW</p> <p>Moved SW/LO</p>

<p>3.5 Financial Report - May financials - presented by LO 3.6 School audit arrangements for the 2021-2023 financial years - proposal not received yet from current auditor 3.7 Painting quotes: Already received from Programmed Property Services, another one obtained from Shane Gray. Going to go back to PPS for an updated quote to paint the tech block. GW finding details for another possible quote. 3.8 Enrolment and Exit info -</p>	
<p>4. Strategic Discussions</p>	
<p>4.1 Uniform review - to communicate promptly to parents about black or navy trackpants being acceptable, other options to be collected and displayed on the mannequins. 4.2 Teamwork - supper catered - SW to call 4Square, CT to collect. Disciplinary meetings - the chair of the meeting makes the call to parents, or brings up for discussion about who is appropriate. 4.3 Flu injections for staff? (Email from Jacky 25 May) - yes - staff can organise their own and then be reimbursed.</p>	
<p>5. Agenda items for next meeting:</p>	
<p>Privacy issues about phones for teachers - photos and Hero Generator</p>	

<p>6. Administration:</p>	
<p>6.1 Confirmation of previous minutes - 6 Dec 2020, 30 Mar 2021, 4 May 2021, 18 May 2021 6.2 Correspondence: - Received "Unteaching racism/Origin of the Nations" - Received Opunake High School - Transport Zones agreement - covered above - Received NZ Area Schools Conference 18-20 August, Christchurch - Received Insulation certificate for Oxford Rd 6.3 Professional development - NZSTA Finance 2 - 21 June 6-8pm 6.4 Meeting evaluation feedback</p>	<p>Moved MM/AG Moved CT/LO Moved MW/GM Moved GM/MM</p>
<p>Next Meeting: Tuesday 27 July 2021 Meeting closed: 9.27 pm</p>	

Signed Chairperson: _____ Date: _____

Declaration of Interests Register

Name	Description of Interest/Relationship	Possible Conflict
Matt Moorby	MM partner is a staff member	Staffing
Craig Taylor	CT is a staff member	Staffing
Alex Gibson	AG is part of the student body	Student Behaviour Management

Action Plan

Action	Who	By When
Professional Development: NZSTA modules to be completed and recorded by all Board members	All	Ongoing
Financial summary to be reported to the Board	Finance Committee	
Update policies and delegations for changes and upload to Google Drive	DB	Ongoing
Complete BoT meeting evaluation forms	All	Each BoT meeting