

Petone Central School

Board of Trustees Meeting Agenda



Rātū (Tuesday) 19 Pipiri (June) 2021, 4-5.30pm

Item	Details / Documentation	Led by	Time
Karakia			
1. Attendance	Record who is present and any apologies	Chair	1 min
2. Administration			
2.1 Confirmation/amendment of previous minutes	See email from Jeannie 18 May 2021		1 min
2.2 Record email decisions since last meeting	Completion of Home Learning policy		1 min
2.3 Actions since previous meeting	BOT newsletter – sent for Term 2 Sandpit cover – is volunteer help needed? HuttFest Kai – confirm numbers/time		2 min
3. Principal's report	Will include a mid-year financial update and mid-year student achievement update	Trina	15 mins
4. Strategic discussion			
4.1 Update on Goal 2, Aim 2 (develop a PTA)	Report back on the first PTA meeting held 17 June 2021	Chris and Holly	5 mins
4.1 Goal 3: Culture – Whanaungatanga	Each meeting we review a goal from our Charter, including progress against each aim, and how the board can support. See the Charter for details about Goal 3: An inclusive, supportive, welcoming culture.	All	20 mins
5. Board development			
5.1 Creation of workplan	Draft workplan to be reviewed and approved. Includes plan for starting the process to review and update the school Charter for 2022.	Ria	15 mins
6.2 Professional development	Te Tiriti o Waitangi workshop 6 September 2021	Holly	1 min
7. Policies due for review	See attached document with each policy and the feedback received on School Docs	Holly	10 mins
7.1 Protected Disclosure Policy			
7.2 Visitors Policy			
7.4 Reporting to Parents on Student Progress and Achievement			
8. Other			
8.1 Update on Specialist Advisor final report	Co-chairs and Principal to meet with MOE advisor 29 July 2021.		5 mins
8.2 Long-term fundraising goals	Parents who attended the first PTA meeting are keen to help with fundraising, including grants and events. What are the big fundraising goals for the school?		5 mins
9. Next meeting		Chair	5 mins
9.1 Outstanding actions from last meeting	Principal Performance Appraisal – to take place early Term 3		
9.2 Confirm next meeting date			
9.3 Identify items for next meeting agenda			
Karakia			