

# Petone Central School

## Board of Trustees Meeting Agenda



Thursday 8 April 2021, 4-5.30pm

| Item   | Details / Documentation  | Led by           | Time    |
|--|--|------------------|---------|
| <b>Karakia</b>   |  |                  |         |
| <b>1. Attendance</b>                                     | Record who is present and any apologies  | Chairs           | 1 min   |
| <b>2. Administration</b>                                 |  | Chairs           | 5 mins  |
| 2.1 Appointment of board secretary                       | Board to confirm appointment of Ally Tatafu as Board Secretary. See email, 4 April 2021  |                  |         |
| 2.2 Confirmation/amendment of previous minutes           | See email from Jeannie, 23 Feb 2021  |                  |         |
| 2.2 Record email decisions since last meeting            | Meeting date changed from 6 to 8 April   |                  |         |
| 2.3 Actions since previous meeting                       | See previous minutes   |                  |         |
| <b>3. Principal's report</b>                             |  | Trina            | 15 mins |
| <b>4. Strategic discussion</b>                           |  |                  |         |
| 4.1 Goal 1: a student-centred, future-focused curriculum | Each meeting we will review one of the goals from our strategic plan, including progress against each aim, and how the board can support. See the Strategic Plan for details about Goal 1: curriculum. | Trina and Chairs | 20 mins |
| <b>5. Board development</b>                              |  |                  |         |
| 5.1 Creation of workplan                                 |  | Ria              | 15 mins |
| <b>6. Policies</b>                                       |  | Holly            | 15 mins |
| 6.1 Intro to School Docs                                 | See:<br><a href="https://petonecentral.schooldocs.co.nz/1893.htm">https://petonecentral.schooldocs.co.nz/1893.htm</a><br>Username: petonecentral. Password: respect                                    |                  |         |
| 6.2 Policies due for review                              | Home Learning and Finance and Property policies.   |                  |         |
| <b>7. Other</b>  |  |                  |         |
| 7.1 Establishment of PTA                                 | When/how should we move forward with establishment of a PTA and what relationship should it have with the board? For discussion.   | Chris            | 5 mins  |
| <b>8. Next meeting</b>                                   |  | Chairs           | 5 mins  |
| 8.1 Outstanding actions from last meeting                | Any outstanding actions from last time not already covered?  |                  |         |
| 8.2 Confirm next meeting date                            |  |                  |         |
| 8.3 Identify items for next meeting agenda               |  |                  |         |
| <b>Karakia</b>   |  |                  |         |