

Petone Central School

Board of Trustees Meeting Agenda



Rātū (Tuesday) 10 Here-turi-kōkā (August) 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 Ally 20 July 2021		1 min
2.2 Record email decisions since last meeting			1 min
2.3 Actions since previous meeting	Sandpit cover – next steps? Update on Principal Performance Appraisal process Chair and Principal report back from meeting with Jonine, 29 July		2 min
3. Principal's report	Will include updates on School Lunch programme and Te Ahu ō te Reo Māori	Trina	10 mins
4. Strategic discussion			
4.1 Goal 4: Environment – Tā Mātou Wāhi	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 4: An attractive, welcoming, skill-enhancing school environment. Will include discussion of 10YPP which we now have from the Ministry	All	20 mins
4.2 Plan for engaging school community on Charter update	Holly and Jeannie will share engagement plan with board for approval	Holly and Jeannie	
5. PTA and fundraising	Report back on PTA activities and plans	Chris and Holly	5 mins
6. Policies due for review		Holly	10 mins
6.1 Protected Disclosure Policy			
6.2 Visitors Policy			
6.3 Reporting to Parents on Student Progress and Achievement	Chris to share final wording for approval	Chris	
7. Board development			
7.1 Workplan and NZSTA check-in			
7.2 Upcoming workshops			
8. Other	Any other business?		5 mins
9. Next meeting		Chair	5 mins
9.2 Confirm next meeting date			
9.3 Identify items for next meeting agenda			
Karakia			