

AGENDA ITEM	DISCUSSION/MINUTES
Administration	<p>Present – Deborah, Fleur, Elizabeth, Crissie, Lizzie, Devon, Anna, Lizzie</p> <p>Apologies –</p> <p>In Attendance – Caitlin, Jacqui</p>
Confirmation of minutes	<p>Correspondence Minutes Prior Meeting The Board moves to accept the minutes for February 2020 with an amendment to wording in the culturally diverse policy on School Docs.</p> <p>Action: Tai to feed back to Crissie amendments to Recognising Cultural Diversity Policy (as permitted within the customised sections of our document) & then Crissie to update policy with SchoolDocs</p> <p>Moved by Elizabeth, seconded by Deborah, all in favour.</p>
Strategic Decisions	<p>Policies - COVID19 This policy sets out the 7 overarching themes that the Board will use to guide decisions and procedures.</p> <p>The Board moves to approve the COVID19 policy with an amendment to the wording in Part 1 to include families/school community. Plus need to align the wording of the list on the bottom of the policy with the correct names of the other related documents/procedures.</p> <p>Moved by Elizabeth, seconded by Devon, all in favour.</p> <p>Action: Make changes to wording as mentioned above.</p>
Strategic Discussions	<p>1.3 – Covid-19- Procedures</p> <p>Deborah shared with the Board specific details around health and safety procedures: Occupational Health and Safety Review has been carried out:</p> <ul style="list-style-type: none"> - Building safe and clear and ready to deliver onsite learning - Hazard Register - Risks and minimisation of risk <ul style="list-style-type: none"> - Process for re-entry to the site - PPE for medical room or when requested at Level 3 - Surface preparation - Tracking and tracing procedures set up for staff and students - Cleaning of equipment and sanitisation daily <p>Amend wordings:</p> <ul style="list-style-type: none"> - of 3.4 For PPE for staff who require it add in words ‘at Level 3’ - 1.8 - to change wording to remove words ‘angle parking’ <hr/> <p>Taken as read:</p> <p>1.4 – Distance Learning Plan 1.5 – Onsite Learning Plan 1.6 – Risk Management Assessment</p>

	<p>1.7 – IBS COVID-19 Return to Work Plan/Paperwork 1.8 – Alert Level 3 Protocols-More detail 1.9 – Induction plan staff/students Action: Make changes to wordings as mentioned above.</p> <p>2.0 – Delegations Board discussed proposed amendments to the existing Governance Framework, including to add new arrangements for Covid19 into the Framework..</p> <p>The Board moves to adopt the new version of the Governance Framework Moved by Elizabeth, seconded by , Fleur, all in favour Action: Crissie to work on new version of delegations</p>
Principal's Operations report	<p>Principal's Operations Report Taken as read.</p> <p>To note that in the Bubble communication, two staff members have been allocated to each bubble to enable staff breaks to occur.</p>
Agenda items for the next two meetings (possible special meeting and regular meeting)	<p>Possible special meeting:</p> <ul style="list-style-type: none"> - update on Level 2 arrangements - Updating of COVID19 Policy arrangements if necessary <p>Next regular meeting:</p> <ul style="list-style-type: none"> - Consider new version of the Delegations - Additional reporting items from COVID-19 policy - Next reviews Recognising Student Achievement and Employer Responsibility Policy - Updating on COVID19 Policy arrangements if necessary - Regular action carryover section - Possible update on 10 Year Plan from external consultants?
Carryover Actions	<ul style="list-style-type: none"> - Playgrounds - issues still to be fixed. Awaiting fencing from MOE - Board members to contribute bios for website - Elizabeth to continue writing updates from Board - Deborah and Elizabeth to check payroll against staffing. -
Karakia Meeting closure:	
Next Meeting	<p>Pencil in a Level 2 Meeting 14 May 7pm, if necessary to deal with Covid Level 2 issues To be followed by regular meeting on 21 May</p>

Triennial Review Items for the August Board Meeting

BOT Dates 2020:

20 Feb	19 March	21 May	18 June	20 August	17 Sept	19 Nov	10 Dec
--------	----------	--------	---------	-----------	---------	--------	--------