



# MINUTES

## Opening Karakia

### 1. Attendance and Administration

1.1. Chair welcomed attendees

#### 1.2. Present

Andy Williams (Parent Trustee), Cynthia Sampson (Parent Trustee), Linda Tame (Principal), Susi Struck (Parent Trustee), Imogen Harris (Student Trustee), Gabby Hollis (Parent Trustee), Dan Padiar (Staff Trustee), Brian Nesbit (Parent Trustee) and Jude Edmondson (BOT Secretary - Minutes)

#### 1.3. Apologies

Haydon Ward-Holmes (Manawhenua Ki Mohua Trustee)

#### 1.4. Declarations of interest

Amendment to Linda's MOE role – now member of MoE Risk and Assurance Board

#### 1.5. Speaking Rights

*The Board of Trustees moved to give Jude speaking rights.*

AW

#### 1.6. Election of Chair and Deputy Chair

Chair: Andy Williams – elected unopposed

Deputy Chair: Susi Struck – elected unopposed

#### 1.7. Committees

*Motion: That the Finance, Principal's Appraisal and Student Discipline committees be formed as per this paper.*

LT/SS

#### 1.8. Delegated Authorities

*Motion: That the Delegated Authorities be approved by the Board.*

AW/GH

The meeting moved into confidential business at 6.55 pm.

### 2. In Committee

#### Schedule 2A Resolution to exclude the public

s 48(3), (4), (5), (6)

Schedule 2A: inserted, on 1 October 1991, by section 8 of the Local Government Official Information and Meetings Amendment Act 1991 (1991 No 54).

*Section 48, Local Government Official Information and Meetings Act 1987*

I move that the public be excluded from the following parts of this meeting – namely the Golden Bay High School Board of Trustees meeting on 27 January 2020.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under [section 48\(1\)](#) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Items 2.1 to 2.4	Privacy	

\*This resolution is made in reliance on [section 48\(1\)\(a\)](#) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by [section 6](#) or [section 7](#) of that Act or [section 6](#) or [section 7](#) or [section 9](#) of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Good reason to withhold exists under section 7- Local Government Official Information and Meetings Act 1987  
“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—

(a) shall be available to any member of the public who is present; and

(b) shall form part of the minutes of the local authority.”

AW/LT

The BOT moved out of confidential business at 8.45 pm.

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**3. Health and Safety**

**3.1. Health and Safety Report** – received

**4. High Priority Special Items for this Meeting**

**4.1. Supporting all Schools to Succeed**

Discussed

**5. Principal’s Report**

*The Board of Trustees moved to adopt the Principal’s Report.*

LT/CS

**6. Internal Evaluation –**

**6.1. Personnel Compliance Report**

Reviewed

**6.2. 2020 ERO Self Audit Checklist**

Tabled. Small group formed to meet with Principal (GH/CS/SS) to deep dive.

**6.3. 2020 BoT Internal Evaluation Plan**

Curriculum reporting evening 9 March (TBC – BoT secretary to email board members)

Policy working group to review 5 policies (CS/SS/LT)

**6.4. 2020 BoT Workplan**

Tabled

**7. General Business**

**7.1. Guidance dog proposal**

Principal to check whether there are any tikanga protocols for having a dog in Te Whare Manaaki.

*Motion: That the Board supports the trial of a guidance dog at Te Whare Manaaki subject to Health and Safety procedures being implemented*

LT/AW

**7.2. SLT Task List**

Tabled

**8. BoT Training** – none this meeting

**9. Monitoring and Administration**

**9.1. Confirmation of Minutes of Previous Meeting**

*Motion: That the Board of Trustees adopts the Minutes of Meeting held 25 November 2019*

SS/CS

**9.2. Action List from Previous Meetings**

All complete

**10. Correspondence** - folder circulated. Nothing for consideration.

**11. Tabled documents:**

2020 policy schedule

Managing National Assessment Report

## *Closing Karakia*

The meeting closed at 8.55 pm.

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### **ACTION LIST**

1. Update Declaration of Interest for Linda (BoT Secretary)
2. Add column 'near misses' to H&S Report Accidents/Incidents table (BoT Secretary)
3. Review 5 selected policies (Policy working group)
4. Check Board members' availability for HOD presentation Monday 09 March 6.30pm (BoT Secretary)
5. Check with Margie re protocol around having dogs in Te Whare Manaaki (Principal)
6. Board to receive emailed link to NZQA website (BoT Secretary)