



MINUTES

1. Attendance and Administration

1.1. Chair welcomed attendees

1.2. Present

Andy Williams (Chair), Susi Struck (Deputy Chair), Linda Tame (Principal), Dan Padial (Staff Trustee), Haydon Ward-Holmes (Manawhenua Ki Mohua Trustee), Cynthia Sampson (Parent Trustee), Gabby Hollis (Parent Trustee), Brian Nesbit (Parent Trustee), Imogen Harris (Student Trustee) and Jude Edmondson (BoT Secretary - Minutes)

1.3. Apologies: nil

1.4. Declarations of interest – nothing new

1.5. Speaking Rights

The Board of Trustees moved to give Jude speaking rights

AW

1.6. Cynthia has resigned from the Board. Chair thanked Cynthia for her invaluable contribution and presented her with a card from Board members

1.7. Board assembled outside for photo for school magazine

The meeting moved into confidential business at 6.50 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 30 November 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 2.10	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 8.20 pm.

3. Health and Safety

3.1. Health & Safety Report

'Near miss' reporting to be investigated by Health & Safety committee in 2021.

Board approved following draft statement re adherence to pool rules – to be sent to Lisa Shepherd for issue to key holders:

"The Golden Bay High School Board of Trustees has become aware of three cases of key holders not following rules during Family time. This includes students being left unsupervised by the key holder and allowing dangerous behaviour in the pool. The rules are in place to keep everyone safe, and need to be followed 100% of the time. Further breaches risk the future provision of family time."

4. Principal's Report

Late night activities on school grounds. We will review police report in GB Weekly and add to next meeting agenda

The Board of Trustees moved to adopt the Principal's Report

LT/AW

5. Internal Evaluation

5.1. 2021 Policy Schedule review – accepted as presented.

5.2. Review Governance manual – agreed that the manual be gradually transferred to e-format via pdfs in a shared google drive

6. General Business

6.1. Lessons from Leading through Covid-19 – tabled for info

6.2. The Privacy Act 2020 – discussion held

6.3. NELP (National Education and Learning Priorities) - tabled

7. Monitoring and Administration

7.1. Confirmation of Minutes of Previous Meeting

Motion: That the Board of Trustees adopts the Minutes of the Meeting held on 27 October 2020 as a true and accurate record.

SS/GH

8. Correspondence – none for consideration - circulated

The meeting closed at 8.55 pm.

ACTION LIST

1. Email statement re pool rules to Lisa Shepherd (BoT Sec)
2. Near miss reporting to go on next Health and Safety agenda (Steph)
3. Police report to be added to next agenda (BoT Sec)
4. Transfer Governance Manual to google drive (BoT Sec)