



**MINUTES OF THE KAURILANDS SCHOOL BOARD MEETING
HELD TUESDAY 27 FEBRUARY 2023 AT 7:00 P.M.**

1. Administration:

PRESENT: Jaimee Kirby-Brown, Jo Augustine, Anne Boniface, Trinette Giborees-Smith, Trudi Biggs (Minutes Secretary).

Apologies: None

Pepeha

Declaration of Interest: None

2. Decisions:

- 2.1** The Board agreed and moved that Erin Namajuska will deputise as Principal in the case of the Principal being absent from school.

Moved by: Trinette Giborees-Smith

Seconded by: Anne Boniface

- 2.2** The Board agreed that the Principal Growth Cycle process for the Principal will be conducted by Morag Hutchinson.

Moved by: Anne Boniface

Seconded by: Trinette Giborees-Smith

- 2.3** The Board agreed to fill the staff representative vacancy by holding a by-election.

Election Date: To be confirmed

Returning Officer: Trudi Biggs

Moved by: Jaimee Kirby-Brown

Seconded by: Anne Boniface

3. Monitoring:

- 3.1 Principal's Report - as read. The Board agreed to adopt the 2024 Annual Plan and 2024-2025 Strategic Plan.
- 3.2 Health & Safety Report - as read.
- 3.3 Business Manager's Report - as read.
- 3.4 Financial Report - as read. Still awaiting the completed annual report for 2022. To be followed up with the auditors.
- 3.5 Policies - SchoolDocs policies being reviewed this term are Te Tiriti o Waitangi, Board Responsibility and Documentation and Self-Review Policy. Any feedback to be brought to the next meeting.

4. Discussions:

- 4.1 Personnel Report (In Committee).

In Committee – The Board went into committee at 7.59pm.

The Board came out of committee at 9.13pm.

- 5. **Identify Agenda items for the next meeting.** (Review ongoing actions).

6. Administration:

- 6.1 Confirmation of Minutes – as read.
- 6.2 Confirmation of Actions – as above.

- 7. **Outstanding Actions:** None.

- 8. **New Actions:** None.

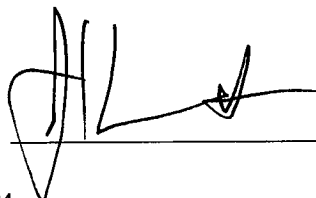
9. Meeting Closure.

- 9.1 Evaluation of meeting - Summary.
- 9.2 Preparation for the next meeting – Agenda items from Board Work Plan

Meeting closed at 9.15pm.

Signed as a true and correct record:

Presiding Member



Date

1/3/2024