

BOARD OF TRUSTEES MEETING AGENDA
24 FEBRUARY 2021



WHENUAPAI SCHOOL
Living is Striving

TIME	No.	ITEMS	LED BY	INFORMATION UPLOADED TO GOOGLE DRIVE
6.00pm	1.0 1.1 1.2 1.3 1.4 1.5 1.6	ADMINISTRATION Present Apologies Declaration of Interests Elect New Board Chair - * <i>Process run by minute taker or any trustee not standing to be Chair</i> Confirmation of Minutes <ul style="list-style-type: none"> • 10 December 2020 Action Items, Amendments, Acceptance	Chair Minute Taker Chair	 Yes
6.10pm	2.0 2.1 2.1.1 2.2 2.2.1 2.2.2 2.2.3 2.2.4 2.2.5 2.2.6 2.2.7 2.2.8 2.3 2.3.1 2.3.2 2.3.2.1 2.3.2.2 2.3.2.3 2.3.2.4	PRINCIPAL'S REPORT Decisions Motion - To approve the 2021 Budget (the draft budget was approved in December 2020). Discussions Analysis of Variance and supporting documents 2019 Audited Accounts Aotearoa NZ Histories in NZ Curriculum consultation ERO Notification NZ Transport - Pedestrian Crossing Upgrade Roll numbers and Pending Roll Numbers Hillary Outdoors Report HERO - Verbal update Monitoring Health and Safety/Property November Monthly Finance Reports Monthly Financial Timetable Finance Meeting Minutes Crest Cleaning Discussion Parent Donation Real Time Update	 Raewyn Raewyn Raewyn Raewyn Raewyn Raewyn Raewyn Greg Molly Raewyn Raewyn Raewyn Raewyn Raewyn Raewyn	 Yes Yes Yes Yes Yes Yes Yes Yes Yes No Yes Yes Yes Yes No No
7.00pm	3.0 3.1 3.2 3.3 3.4	BOT DECISIONS Sale and Purchase Agreement for Classrooms - approved via email. Decision to be minuted. Schedule of Delegations Board Meeting Fees for 2021 Board Professional Development	Chair Chair Chair Chair	Yes Yes Yes No
7.30pm	4.0 4.1 4.2 4.3 4.4	BOT DISCUSSIONS BOT 2021 Policy Framework BOT 2021 Work Plan School Zone - Finalised MOE Property Update	 Raewyn Raewyn Raewyn Raewyn	 No Yes Yes No
8.00pm	5.0 5.1 5.2	STRATEGIC PLANNING School Charter Completed <ul style="list-style-type: none"> • Strategic Plan and Annual Plan Analysis of Variance	 Raewyn Raewyn	 Yes Yes

8.30pm	<p>6.0 6.1</p> <p>ADMINISTRATION/CORRESPONDENCE WSBOT Emails - Inbox</p> <ol style="list-style-type: none"> 1. 3 Dec 20 - RSM Email - 2020 Schools Seminar - Replay and Notes 2. 11 Dec 20 - Advance your Leadership Programme Email 3. 15 Dec 20 - SchoolDocs Advisory Email 4. 19 Jan 21 - SchoolDocs Advisory Email 5. 26 Jan 21 - National Leadership Programmes Email 6. 26 Jan 21 - SchoolDocs Advisory Email 7. 3 Feb 21 - SchoolDocs Advisory Email 8. 11 Feb 21 - ERO Email 		Chair	Yes
	6.2	<p>WSBOT Emails - Outbox</p> <ol style="list-style-type: none"> 1. 12 Dec 20 - Email reply to Year 7/8 Prize Giving Invitation 2. 12 Dec 20 - Invitation Email to Year 7/8 Prizegiving forwarded to Board members 	Chair	Yes

NOTE: Prior to meeting closure, all action items must be minuted (by the board secretary) and who is responsible for actioning them. Action item updates will be requested at the next board meeting.