

BOARD AGENDA

Wednesday, 6 March 2024, 6:30pm

Whangaparāoa College Boardroom



WHANGAPARĀOA COLLEGE
Together Believe Achieve Ngātahi Whakapono Tutuki

	Agenda Item	Detail/Papers (Hyperlinked)	Discussion/Resolutions Needed	Responsible	Time
1	Opening Karakia	Opening Karakia		Principal	5 mins
2	Opening from the Principal			Principal	
3	Apologies		Record	Principal	
4	Annual Board Requirements				
4.1	Election of the Chair	Call for nominations	Elect	Principal	20 mins
4.2	Confirm Deputy Chair	Call for nominations	Confirm	Chair	
4.3	Confirm Subcommittees	Subcommittee Structure	Confirm	Chair	
4.4	Review Code of Conduct for Board Members	Code of Conduct for Board Members	Review as a Board	Chair	
4.5	Review Delegated Authorities	School Delegations List Addition to review	Review, move and confirm approval	Chair	
4.6	Review Board Annual Workplan	2024 Board Annual Workplan	Review, move and confirm approval	Chair	
4.7	Review Conflicts of Interest Register	Conflicts of Interest Register	Annual & meeting specific	Chair	
5	Strategic Aims				
5.1	2024 Action Plan	2024 Action Plan - Summary As lodged with the Ministry of Education, 1 March	Move and confirm approval		20 min
6	Previous Minutes				
6.1	Approval of Board Meeting Minutes	Minutes - 6 December 2023	Confirm as a true & correct record	Chair	10 min
6.2	Approval of In Committee Board Meeting Minutes	Minutes - In Committee - 6 December 2023	Confirm as a true & correct record	Chair	
6.3	Matters Arising from Previous Minutes		Discuss as raised	Chair	
6.4	Review of Actions	Listed below	Confirm status	Chair	
7	Decisions/Resolutions				

	7.1	Principal's Report	Principal's Report - February 2024	To report against Strategic Goals and highlight areas of concern Board receive report	Principal	45 min
	7.2	Budget 2024	Budget 2024	Move approval of final annual budget	Chair	5 min
	7.3	Restraint Training	MOE Physical Restraint Guidelines Request to approve all staff complete Ministry of Education online restraint training.	Confirm approval	Principal	5 min
8	BOT Workplan					
	8.1	Board Self Assessment Checklist	Board members to complete checklist prior to meeting	For information	Chair	5 min
	8.2	Strategic Plan sent to Ministry		Confirm status	Principal	1 min
9	Information / Risk					
	9.1	Finance	First meeting 7 March 2024	Verbal update	Principal	30 min
	9.2	Property	Property Committee Meeting - 08.02.24	Receive report	Principal	
	9.3	Policy	Policy on Use of Phones at School	Confirm Approval	Committee Chair	
	9.4	Health & Safety	Health & Safety Report - February 2024	Receive report	Principal	
	9.5	Personnel (In Committee)	First meeting 11 March 2024	Verbal update	Principal	
	9.6	Discipline (In Committee)	Discipline Report - February 2024	Receive report	Principal	
	9.7	Correspondence Register (In Committee)	Correspondence to 29 February 2024	Receive correspondence	Chair	
10	Meeting Close					
	10.1	Confirm actions recorded			Chair	10 min
	10.2	Confirm date of next meeting	2024 Board Meeting Schedule	27 March 2024	Chair	
	10.3	Calendar of School Events	2024 Calendar of School Events		Chair	
11	<u>Closing Karakia</u>				chair	
	Meeting closed 9:28pm					