

AGENDA

Meeting held on the 24th March 2025 at Matangi School at 6:30pm

Supporting documents and links

[Work Plan Charter](#)

- 1 Welcome and Karakia
- 2 Present & Apologies
- 3 Adopt Agenda
- 4 Speaking rights
- 5 Board Hours
- 6 Conflict of Interest
- 7 Previous minutes (to be taken as read and signed)
- 8 Jack Foster Reserve improvements - Kitty Burton
- 9 Matters arising from previous minutes (10 mins)



Action – Ongoing	Who/Time Frame	Resolution / update this meeting
Review Staff wellbeing and safety policy - organise a sub-committee consisting of a few staff members.	On-going	

Actions from 17th February 2025	Who/Time frame
Review the medical certificate policy - relating to absentees for medical reasons.	Sarah G
Develop Annual Work Plan by 31st March 2025	Board
Review Term One policy and procedure reviews - due by next meeting on 24th March	Board
Scott Johnson has been invited to talk to the Board around Te Reo Maori on 24th March	Sarah G
The Board has requested a report from Stephen Blair about the progress of his meetings with Bernard and the Leadership team. This comes as a cost and the Board wants to make sure it is justified.	Bernard
Fence project will commence in the April school holidays.	Board - Approved

Isolate and eliminate the hazard from the roots under the trees.	Isolated - Completed Eliminate - to be completed
Board Election date - Recommended by NZSBA to be set as Wednesday, September 10th 2025.	Board - Approved
Bernard to ask Janelle Bailey if she is happy to be the Election Officer and then investigate the Electronic voting register	Janelle - confirmed yes
Review staff wellbeing policy	Bernard, Kat, Amelia - Week 3, Term 1
Review current conflict of interest register.	Bernard

- 10 Acting Principal's report (20 mins) Sarah Godsall
- 11 Finance - Matt Silverton (10 minutes)
- 12 Property (10 mins)
- 13 Health and safety and wellbeing (10 mins)
- 14 Policy and procedures (10 mins)
- 15 Inward Correspondence (5 mins)
- 16 General Business
- 17 In committee - Governance Support and Staff Leave request

ANTICIPATED MEETING CLOSURE: ___7:30___ pm