

CANNONS CREEK BOARD OF TRUSTEES MEETING AGENDA: Wednesday 21 February 2018

<p>1. Administration 1.1 Present 1.2 Apologies 1.3 Election of the Chairperson – Carole Murray-Brown (NZSTA) attending meeting 1.4 Declaration of interests 1.5 Rangi resignation – vacancy on board 1.6 Confirmation of minutes: ensure action points have been completed or are on the agenda</p>		<p>10 mins</p>
<p>2. Strategic 2.1 Any strategic decisions to be made <ul style="list-style-type: none"> • Annual plan will be at March meeting and then sent to MOE 2.2 Any strategic discussions <ul style="list-style-type: none"> • National Standards for 2018 • <i>e.g. feedback from consultation or professional development, updating the charter, contract for external appraiser, draft budget</i> </p>		<p>20–30 mins</p>
<p>3. Monitoring 3.1 Progress in relation to annual plan 3.2 Data reporting or presentations 3.3 Curriculum Team reporting <ul style="list-style-type: none"> • Project Energize focus for Inquiry for term one and two • Key Competencies 3.4 Community Engagement <ul style="list-style-type: none"> • Report on events that have happened so far this term </p>	<ul style="list-style-type: none"> • TOD – DMIC • TOD – DT – Healthy Online Training • Roll 162 (as at 13 Feb – 149 last year same date) • Assembly – Powhiri • PAT Testing week 3 • UBRs Training • Futsal Soccer Trip • Let’s Talk – 1st March • Noho Marae • PTAP – Teacher Aide Course 	<p>60 mins</p>

<p>3.5 Financial reporting</p> <ul style="list-style-type: none"> • November and December Accounts • Financial Reporting Discussion • Budget <p>3.6 Property reporting</p> <ul style="list-style-type: none"> • Bundled Services <p>3.7 Personnel reporting</p> <ul style="list-style-type: none"> • Staffing – Duncan, Faye, Ruth, Alo • Appraisal 2018 – Brian Gwilliam <p>3.8 Health and Safety</p>		
<p>4. Correspondence</p>	<ul style="list-style-type: none"> • Education Gazette 27 November 2017 • Education Gazette 29 January 2018 • Education Review, Vol 8, Issue 5 2017 • Tuketuku Korero 11 December 2017 • NZSTA 2018 Resource Annual • STA News November/December 2017 • NZSTA Letter – 8 February 2018 • NZEI Letter – 8 February 2018 • NZEI - Primary Teacher Paid Union Meeting – Monday 12 March 2.00 • Alo’s resignation letter • Tui’s resignation letter as BOT Secretary 	<p><i>10 mins</i></p>
<p>5. Urgent new items</p>		<p><i>10 mins</i></p>
<p>6. Non Public Business</p>		

<p>6.1 Principal's Leave 6.2 Finance discussion</p>		
<p>7. Next meeting 7.1 Confirmation of time and place 7.2 Checking and updating of Workplan 7.3 Identification of agenda items 7.4 Review of effectiveness of meeting:</p> <ul style="list-style-type: none"> - Did we achieve our objectives - Did we manage the time well - Did everyone contribute - Is there anything we could do differently or better? 	<ul style="list-style-type: none"> • Annual Plan next meeting 	<p><i>10 mins</i></p>

