

CANNONS CREEK BOARD OF TRUSTEES
MEETING AGENDA: Wednesday 23 May 2018 at 5.30pm

| Item | Documentation | Approx time |
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| 1. Administration 1.1 Present 1.2 Apologies 1.3 Declaration of interests 1.4 Confirmation of minutes: ensure action points have been completed or are on the agenda | Conflict of interest policy | <i>10 mins</i> |
| 2. Strategic 2.1 Any strategic decisions to be made 2.2 Any strategic discussions <ul style="list-style-type: none"> ● BOT Workplan ● BOT By Election ● CoL Update and MOU | Background information with recommendations and wording of any resolutions | <i>20 – 30 minutes</i> |
| 3. Monitoring 3.1 Progress in relation to annual plan <ul style="list-style-type: none"> ● Report on the Actions for Term 1 2018 against the annual plan 3.2 Data reporting or presentations <ul style="list-style-type: none"> ● PAT Results for Term 1 2018 are tabled for discussion tonight 3.3 Curriculum Team reporting <ul style="list-style-type: none"> ● Special Needs/Learning Support 3.4 Community Engagement <ul style="list-style-type: none"> ● Report on events that have happened since our March meeting 3.5 Financial reporting <ul style="list-style-type: none"> ● April Accounts ● LSM Finance Report 3.6 Property reporting <ul style="list-style-type: none"> ● Water Usage ● First Five Buildings Future 3.7 Health and Safety <ul style="list-style-type: none"> ● Fire Drill 3.8 Personnel reporting <ul style="list-style-type: none"> ● School Roll ● Staffing ● Staff Professional Development | Reporting from Principal (or board members/staff with responsibilities for specific areas) | <i>60 minutes</i> |
| 4. Correspondence 4.1 | <ul style="list-style-type: none"> ● NZSTA Trusteeship Guide ● Financial Statement to 31.12.17 ● Stand-down Notification ● STA News – March and April ● NZEI – Paid Union Mtg Notification ● Education Gazette – No 5,6,7,8 ● Principal’s Resignation | <i>10 minutes</i> |
| 5. Urgent new items | | <i>10 minutes</i> |

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| <p>6. Non Public Business</p> <p>6.1 Complaints</p> <ul style="list-style-type: none"> ● Noho Marae ● Ms Panapa <p>6.2 Stand Down</p> <p>6.3 Teacher Aide Restructure (Ken)</p> | | |
| <p>7. Next meeting</p> <p>7.1 Confirmation of time and place</p> <p>7.2 Checking and updating of Workplan</p> <p>7.3 Identification of agenda items</p> <p>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? | <p>Board meeting policy and process</p> | <p><i>10 minutes</i></p> |