

BOARD OF TRUSTEES MEETING AGENDA
4 DECEMBER 2019



TIME	NUMBER	ITEMS	LED BY	INFORMATION UPLOADED TO GOOGLE DRIVE
6.00pm 15mins	1.0	ADMINISTRATION	Chair	
	1.1	Present		
	1.2	Apologies		
	1.3	Declaration of Interests		
	1.4	Confirmation of Minutes		
		<ul style="list-style-type: none"> 6 November 2019 	Chair	Yes
	1.5	Action Items, Amendments, Acceptance		
6.15pm 45mins	2.0	PRINCIPAL'S REPORT		
	2.1	Decisions/Motions: <ul style="list-style-type: none"> Board approve the 2020 Draft Budget Board approves the strategic and annual plan for 2020 	Raewyn Raewyn	Yes Yes
	2.2	STRATEGIC PLANNING		
	2.2.1	2020-2022 strategic plan	Raewyn	Yes
	2.2.2	2020 annual plan	Raewyn	Yes
	2.2.3	2020 draft budget	Raewyn	Yes
	2.3	MONITORING		
	2.3.1	Health and Safety / Property	Raewyn	Yes
	2.3.2	Monthly Finance Reports	Raewyn	Yes
	7.00pm 20mins	3.0	DECISIONS	
3.1		<ul style="list-style-type: none"> That Ivan Millan be co-opted on to the Whenuapai School BOT with full voting powers with effect from 9am on Monday 11th November 2019. Ivan will be co-opted until the next triannual election (passed via email). Board sets the 2020 BOT meeting dates 	Chair Chair	Yes
7.20pm	4.0	DISCUSSIONS - NIL		
	5.0	STRATEGIC PLANNING - NIL		
	6.0	ADMINISTRATION/CORRESPONDENCE		Yes
	6.1	WSBOT Emails (Inbox): <ol style="list-style-type: none"> 11th Nov - Email from Tupara Morrison. Reply to appointment of co-opted member 18th Nov - Email from SchoolDocs - Nov 		

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	6.2	advisory WSBOT Emails (Outbox): 1. 7th Nov - Email to NZSTA - completed voting paper 2. 8th Nov - Email to Tupara Morrison. Appointment of co-opted member		
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.				