

Meeting of the Motueka Steiner School Establishment Board of Trustees

Tuesday 15 December 2020

@ Ruby Bay (6pm-9pm)

MINUTES

1. Welcome

Present: Lisa Dunn (Chair), Alistair Munro (Treasurer), Janet Molloy, Melanie Stinka, Todd Jago, Brunna Lee, Sharon Prestidge (Principal)
Guest: Graeme Simms (NZSTA), , Cherie Hunt (MOE Senior Manager), Mark Larson (Governance Facilitator), Renee Hutchinson (MOE Advisor),

Conflict of Interest/Pecuniary Interest:

Alistair (Chair of Proprietors Trust and the Founding Trust of the school)
Janet (SEANZ)

Minutes: Ingrid Weeks (EBOT Secretary)

Karakia: Sharon (English), Lisa (Maori)

2. Special Topic:

2.1 NZSTA - Graeme Sims

Overview of the services available via NZSTA, supporting Governance in Nelson, Marlborough and West Coast. Discussion included understanding the Education Training Act and what it means for Boards, updated terminology and the National Education Learning Priorities (NELP) that will come into effect 2023 and superseded the NEGs and NAGs. The 4 main focuses of the Board being summarized as;

- Student achievement
- Wellbeing of students and staff
- Inclusive of all students
- Treaty of Waitangi

ACTION: visit www.nzsta.org.nz for further reading and orientation.

2.3 Handbook - Mark Larsen

ACTION: EBOT members to read the documents prior to next meeting ready for discussion and detail

3. Minutes of Previous Meeting

- 3.1. Minutes of previous meeting to ratify - deferred
- 3.2. Summary of Actions - deferred

4. Correspondence:

- 4.1 **Email to Michael Lee of Crowe re service, expectations and fees**
L. Dunn waiting to hear back from the Auditor General's office
- 4.2 **Email from Nial Duncan - MOE re buses 2021**
S. Prestidge continues working on the details
- 4.3 **Authority to Disclose Information Form - Solutions and Services**
Hard copy signed by EBOT members for S. Prestidge to submit

5. Matters Arising:

- 5.1 **Recruitment Update: Support Staff and Class 2 Teacher**
Positive results from interviews and negotiations

- 5.2 **Wifi expectations and supply**

In order to maintain compliance as a state integrated school WiFi does need to be installed onsite. Primarily for the purposes of school administration, reporting, and Healthy & Safety.

ACTION: L. Dunn to discuss with Peter Garlick and create appropriate action plan to move forward with.

6. Sub-Committee Updates: - deferred

7. General Business:

- 7.1 **Change over of services**

Suggestion to change ownership of accounts (power, photocopier, etc) but not conditions.

ACTION: S. Prestidge to review what expected needs will be on the farm site from Term 2.

7.2 International Fees held in trust

ACTION: A. Munro to apply for withholding tax exemption as appropriate

8. In-Committee Business: - deferred

9. Next Meeting:

9.1 EBOT meetings for 2021, to be the second Monday of every month

10. Close

10.1. **Karakia:** Sharon (English), Lisa (Maori)

MINUTES APPROVED and ADOPTED as a true and correct record on

Date

16/2/21

Signed

Lisa M. Dunn
(Chairperson)

