

MINUTES OF THE NORTHERN HEALTH SCHOOL

BOARD OF TRUSTEES MEETING

8 APRIL 2021

Present: M. Smith, R. Winder, T. Grieve, M. Watson

Apologies: J. Walker, L. Taogaga, A. Wong

**TO BE
ACTIONED
BY**

Conflict of Interest

Reminder to Board Members of the need to declare any possible conflict of interest. None declared.

Agenda Check: Health & Safety Discussed. M. Watson advised she is interested in trends

Minutes of the Previous Meeting

The minutes of the March meeting were accepted as a true and correct record of events.

Moved M. Watson, Seconded R. Winder, All in Favour

Matters Arising from The Previous Meeting

- R. Winder advised that he has discussed with the Te Awa Manager the offer of support to complete the Health and Safety process for the unit. She has said that no assistance is required and that she is working through this process.
- NZSTA Conference – J. Walker has been accepted as our delegate for the conference.

Correspondence – As Per List:

- Vitae Report – please put in correspondence for our next meeting for everyone to discuss.
- Combined Health School conference - Email from Central Health School with an offer to host the next Health School conference 7 & 8 August. It was requested that Jan forward the dates for the Central Board Conference as soon as possible to confirm the date.

Inward Correspondence Accepted

Outward Correspondence Approved

Moved M. Watson, Seconded R. Winder

Principals Report

- Kaitaia – the fit out will be completed over the school holidays.
- Auckland North – Milldale is due to commence operation at the start of 2023.
- Taupo – There are possible opportunity to be discussed further with MoE for expanding the size of our unit.
- Disaster Planning – this document has been updated.
- Vehicle replacement has been completed with all, but 2 vehicles sold to staff. All new vehicles will arrive in the next two weeks.
- Te Kura dual enrolments - discussions are ongoing with nothing further to report.
- Fixed Term contracts – R. Winder explained how we use fixed term contracts and what he has learned from the developments around case law regarding their use. R. Winder will

check with NZSTA if we meet the criteria but suggested that we may be best to look at using an employment lawyer for clarification.

- Beyond diversity training – most staff have now attending the training and it has been well received overall.
- Transporting Students – R. Winder is still working with MoE with regards to SESTA. We discussed how many students we have are in areas where there is no SESTA contractor and possible solutions. R. Winder will continue to seek feedback from staff. In the meantime, R. Winder and M. Smith to respond to the query from Northland.
- Apanui Fire – Our staff will move into one part of the unit at Whakatane Intermediate at the start of next terms whilst the other half is refurbished. Once this work is completed they will move into it whilst the remainder is finished before occupying both rooms.
- Intern Psychologists - R. Winder is confident that the proposed intern psychologist for our Auckland North Unit will work for us, this is an observational role only with the details still to be worked through.

Charter Plan 2021

- SA1 LTG 1 number 8 – Suggested that DP ask the local Iwi if they have an Education plan or a person to deal.
- SA1 LTG 2 number 1 – M. Smith asked if the Disposition's spreadsheet is recording student feedback?

Te Awa Update and Contract

The Draft contract was discussed. It is noted that the figures do not add up and that the Unit Manager and Business Manager will review this.

Disaster Planning and Emergency Response

Viewed with the following changes. Page 11 – under Pandemic – remove analysis of the hazard. Page 24 – change staff responsibilities. Where is states BOT change to Board.

Finance

- The board viewed and discussed the report with the Business Managers notes for the period January and February 2021.

Moved R. Winder, Seconded T. Grieve.

- Draft annual accounts. M. Watson asked that the draft be updated to include the changes which have already been noted, then this to be circulated to the Board.

Board Co-options

The Board discussed putting a link on our website for the Board vacancy, circulating amongst staff and networks. M. Smith to put a pack together with the details.

Board effective governance review process

M. Smith will send a reminder to Board members to complete the online review.

Policies to be reviewed for next month's meeting.

- Allocation of Classroom Release Time – M. Watson
- Appointments – J. Walker and L. Taogaga
- Fraud & Theft Prevention – M. Watson

General Business

M. Smith advised that he is unable to attend the next Board meeting, M. Watson to Chair. M. Watson and R. Winder to meet prior to this meeting with a suggestion of 11 May 9.15am online.

In Committee

The Board moved In Committee at 4:30pm to discuss personal matters.

The Board moved out of Committee at 4:41pm

Moved M. Smith, Seconded T. Grieve.

Moved T. Grieve, Seconded M. Smith.

Meeting closed 4.42pm

Meeting Closed 4.42pm

Next Meeting 3pm, Thursday 20 May 2021

385 Queen Street, Auckland