

# CONFIRMED MINUTES

## BOARD MEETING



At the **Board Hui** on **7 May 2024** these minutes were **confirmed with the following changes:**

*Change wording to missing property files to missing financial documents from her computer*

<b>Name:</b>	Whakarewarewa School
<b>Date:</b>	Tuesday, 9 April 2024
<b>Time:</b>	5:30 pm to 7:30 pm (NZST)
<b>Location:</b>	Whakarewarewa School, 63 Sala Street Whakarewarewa Rotorua
<b>Board Members:</b>	Michele Hawe (Chair), Ann-Jolena Baker, Jackie Meha, Warena Morgan, Yvonne Edwards
<b>Attendees:</b>	Pam Takiwa
<b>Apologies:</b>	Jaylene Tamati, Renaata McGarvey

### 1. Opening Meeting

#### 1.1 Karakia/Mihi

Meeting cancelled due to not having a quorum.

#### 1.2 Apologies

#### 1.3 Interests Register

#### 1.4 Review Previous Actions

Due Date	Action Title	Owner
5 Jul 2023	Wrap advertising - Van <b>Status:</b> In Progress	Jaylene Tamati
13 Dec 2023	School Roll <b>Status:</b> Completed on 6 Mar 2024	Jackie Meha
18 Dec 2023	Physical Restraint Policy <b>Status:</b> Completed on 6 Mar 2024	Jackie Meha
30 Jan 2024	AOV <b>Status:</b> Completed on 6 Mar 2024	Jackie Meha
28 Mar 2024	2024 Budget <b>Status:</b> Completed on 7 May 2024	Warena Morgan
10 Apr 2024	Principal Professional Coaching and Wellbeing Support Fund <b>Status:</b> Completed on 7 May 2024	Jackie Meha
10 Apr 2024	Funding Application <b>Status:</b> In Progress	Jackie Meha
10 Apr 2024	School House Insurance <b>Status:</b> Completed on 26 Mar 2024	Jackie Meha

<b>Due Date</b>	<b>Action Title</b>	<b>Owner</b>
10 Apr 2024	TTA Van Hire <b>Status:</b> Completed on 26 Mar 2024	Jackie Meha
10 Apr 2024	Amended Budget Codes <b>Status:</b> Completed on 26 Mar 2024	Jackie Meha
10 Apr 2024	School Van <b>Status:</b> Completed on 7 May 2024	Yvonne Edwards
10 Apr 2024	2022 Annual Financial Report <b>Status:</b> In Progress	Jackie Meha
10 Apr 2024	Audit Chromebooks <b>Status:</b> Completed on 5 Apr 2024	Jackie Meha
10 Apr 2024	2022 Financial Audit Report <b>Status:</b> In Progress	Jackie Meha
10 Apr 2024	Chromebook quotes <b>Status:</b> Completed on 24 Apr 2024	Michele Hawe
11 Apr 2024	Timberlands <b>Status:</b> Completed on 1 May 2024	Jackie Meha

## 1.5 Review and Confirm Minutes



### Next board hui

Next Board hui is on the 7th May

**Decision Date:** 9 Apr 2024

**Mover:** Warena Morgan

**Seconded:** Jackie Meha

## 2. Management Reports

### 2.1 CEO/Principals Report

## 3. Policy Review

### 3.1 Review Policy and Procedure

## 4. General Business

### 4.1 General Business Round the room

### 4.2 Review New Actions

### 4.3 Meeting Scorecard

## 5. Close Meeting

### 5.1 Close the meeting

**Next meeting:** No date for the next meeting has been set.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_