

	<ul style="list-style-type: none"> ● Community consultation process re planning for next year tied in with health consultation plan ● Withdrawal from Alfriston Kahui Ako - no impact on learners or LSC funding <ul style="list-style-type: none"> ○ Has been totally ineffective for supporting our school - no idea/desire to listen to the College ○ Collaboration has happened because staff have been in a position and have heart to make it happen ○ A year ago, not happy with the achievement challenge - have not been able to make any progress; MOE could be working on achievement challenges ○ Do while it's fresh in our mind and because of resourcing - time to really ask the question formally; process will take a year to withdraw ○ Not effective and not producing anything - using valuable resource for no results ● LTTTR scholarship <ul style="list-style-type: none"> ○ Given Covid-19 impact on level 3 achievement, unsure who will be able to apply/go to the University of Waikato; after discussion with university decided its prudent scholarship is postponed this year and explored further next year ● Board wellbeing day in lieu of staff end of year gift <ul style="list-style-type: none"> ○ Staff given a discretionary pre-approved wellbeing day, funded by the board, which must be taken during 2022 at a time that is suitable to the school (cannot be paid out or accumulated) <ul style="list-style-type: none"> ■ Will need to pay reliever costs (\$330+ per day); not a day off if colleagues are asked to cover relief ■ Vast majority of our staff need to be acknowledged - day in 2022 would be a powerful way to acknowledge staff (never been done before) ○ Can't give staff money as it's Crown money; once Auckland Airport money comes into school account it's considered Crown money ○ Can make gift ourselves so it doesn't go beyond \$30-\$40 ○ Staff cards to include recognition day in 2022 - signed Nov meeting <p><i>It was then moved that staff be given a pre-approved discretionary leave day during the 2022 school year or a small gift for staff leaving at the end of this year</i> Moved: S Loomb Seconded: R Solomone Carried</p> <p><i>It was then moved that the board signal with the Ministry of Education a desire to exit the Alfriston Kahu Ako</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p><i>It was then decided that the tabled documents be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p><i>It was then moved that the PRATL Report be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p>	BOT mtg	Nov mtg
School Leader's report:	<p>Tabled documents:</p> <ul style="list-style-type: none"> ● School leader's report October 2021 <p>Discussion:</p> <ul style="list-style-type: none"> ● Hauora - Rachel Caine's AC Are you Ok? service - her thinking on improvement to our guidance service ● Employment issues related to mandated Covid-19 Health Order - insurers have been advised ● Vaccinations for learners - continue to work with CMDHB and Counsellor Newman (active in getting community vaccinations going) on second round for onsite vaccinations at AC ● Staffing, finance and property <ul style="list-style-type: none"> ○ School lunches programme continues ○ Property projects well under way ○ SIP signage and shade projects finalised - submitted to MOE 		

	<ul style="list-style-type: none"> ○ 5YA projects - lift tender issued; 3 interested parties putting in their pricing (problem around the lift supplier being overseas - preferred supplier Sweden) ● Admin, teaching and learning - cancellation of key events; favourable feedback around postponing senior and Y11 awards until 2022 - by holding awards in the following year the results are confirmed ● No official opening of cafeteria held yet; unfinished - wall mural and work on windows at front; invite community in for afternoon/evening to see work across school and have kai in AL2 (orange) ● Continuing to move forward, upgrade our facilities ● Board to acknowledge Al's time during Robert's sabbatical - formal letter, card and gift <p><i>It was then decided that the tabled documents be accepted</i> Moved: R Solomone Seconded: S-J Whitehead Carried</p> <p><i>It was then moved that the School Leader's Report for October 2021 be accepted</i> Moved: R Solomone Seconded: S-J Whitehead Carried</p>	Sarah-Jane	
Minutes of previous meeting and matters arising from the minutes:	<p>Tabled documents:</p> <ul style="list-style-type: none"> ● Agenda/minutes of meeting 27 September 2021 <p><i>It was moved that the minutes of 27 September 2021 meeting be taken as read and accepted as a true and accurate record</i> Moved: S-J Whitehead Seconded: S Miller Carried</p>		
Correspondence:	<p>Tabled documents:</p> <ul style="list-style-type: none"> ● Inwards and outwards correspondence ● Amended school enrolment scheme <p>Discussion:</p> <ul style="list-style-type: none"> ● Alfriston College amended school zone - received, accepted and at next opportunity will inform the community <ul style="list-style-type: none"> ○ No shared zones ○ Walters Road to Airfield Road learners will still be able to come to Alfriston College (historical) and siblings will continue to come ○ No major implications for us ○ MOE informs the community ○ Robert will include 2022 enrolments and new enrolment zone in next whanau pānui <p><i>It was then moved that the tabled and additional inwards and outwards correspondence be received and accepted</i> Moved: S-J Whitehead Seconded: S Miller Carried</p>	Robert	
Review of AC Charter, Governance and Operational Policies 2018 v5:	Nil		
C1.3 Meeting checklist:	<ul style="list-style-type: none"> ● February <ul style="list-style-type: none"> ○ Elect Board Chair - Actioned ○ Review co-opted/seconded positions (reason/end date) - Actioned ○ Review board roles and responsibilities - Actioned ● March <ul style="list-style-type: none"> ○ Appoint NZSTA delegate to vote on behalf of the board - Actioned ● June <ul style="list-style-type: none"> ○ Appoint returning officer for Student Rep elections - Actioned ● August <ul style="list-style-type: none"> ○ Review board meeting protocols (C1-C1.4) - Actioned ● October <ul style="list-style-type: none"> ○ Succession planning - Actioned ○ Appoint returning officer for triennial elections - Actioned 		

	<ul style="list-style-type: none"> ● November <ul style="list-style-type: none"> ○ Role of the Chair (B5) ○ Calendar meeting dates for following year ○ Sign staff end of year cards ○ Executive authorised to make urgent decisions between November board meeting and first board meeting in new year ○ Conflict of interest report 		
C5.1 Triennial review programme [internal evaluation process]:	<ul style="list-style-type: none"> ● Annual aims reviewed/reported via school leader report on-going ● Community of Learning/Kahui Ako regularly reported via school leader report on-going ● Board self-directed learning on-going ● February <ul style="list-style-type: none"> ○ Elect board chair / deputy chair [except in election year] - Actioned ○ Review co-opted / seconded positions [reason / end date] - Actioned ○ Board roles and responsibilities - Actioned ○ Plan board professional development for year - Actioned ● March <ul style="list-style-type: none"> ○ 1 March roll return - Actioned ● May <ul style="list-style-type: none"> ○ Annual report to MOE by 31 May - Actioned ● June <ul style="list-style-type: none"> ○ Appoint returning officer for Student Rep elections - Actioned ● July <ul style="list-style-type: none"> ○ 1 July roll return - Actioned ● August <ul style="list-style-type: none"> ○ Review board meeting protocols (C1-C1.4) - Actioned ● September <ul style="list-style-type: none"> ○ 1 September roll return - Actioned ○ Community consultation - Actioned ○ Health curriculum consultation - refer HSW minutes ● October <ul style="list-style-type: none"> ○ Appoint returning officer for triennial elections - Actioned ○ Succession planning - Actioned 		
Any other matters:	<p>Discussion:</p> <ul style="list-style-type: none"> ● Covid Register <ul style="list-style-type: none"> ○ MOE working on a tool which will talk to all schools student management systems (SMS) ○ Must sight and keep copy of vaccination record and status ○ School system secure enough to manage sensitive information 		
IN-COMMITTEE DISCUSSION:			
In-Committee:	<p>At: 7.59pm</p> <p><i>It was then moved that in order to discuss financially sensitive and ensure privacy of individuals the public is removed from the next section of this meeting</i></p> <p>Moved: S-J Whitehead Seconded: R Solomone Carried</p>		
Out of In-committee:	<p><i>It was moved that the meeting now enable the public to attend</i></p> <p>Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p>At: 9.21pm</p>		
IDENTIFIED AGENDA ITEMS FOR NEXT MEETING:	<ul style="list-style-type: none"> ● Sign staff end of year cards ● Covid privacy statement 	BOT	Nov mtg

PREPARATION FOR NEXT MEETING:	<ul style="list-style-type: none"> ● Health, Safety and Wellbeing, 5.00pm, Tuesday 23 November 2021 ● Employment, Finance and Property, 3.30pm, Wednesday 24 November 2021 ● Planning/Reviewing and Achievement/Teaching and Learning, 5.00pm, Thursday 25 November 2021 ● BOT monthly meeting, 6.00pm, Monday 29 November 2021 		
MEETING CLOSURE:	At: 9.22pm		
ACTIONS:	<ul style="list-style-type: none"> ● Approach Sala re resuming her responsibilities on the board ● Confirm board covid requirements under AL3 with NZSTA ● Send covid guidelines re ventilation to school ● Capital works MOU signed and returned ● Refurbishment of toilets in the gym and the theatre foyer ● School deep clean (gold standard) ready for the 2022 academic year ● Board letter of thanks to Mary Mason (and husband) and Berasi Kalati ● Board acknowledge Alastair Caine - formal letter, card and gift ● Pānui to whanau - include 2022 enrolments and new enrolment zone 	Sarah-Jane Sarah-Jane Sarah-Jane Sarah-Jane Robert Robert Jolie Sarah-Jane Robert	

NOTE: A meeting quorum consists of more than half the Trustees currently holding office. Declaration of a conflict of interest does not destroy a quorum. Eight Trustees currently holding office = quorum **five** Trustees

Signed by Board Representative:

Dated: