



Rangitoto Board of Trustees Meeting Agenda 13/02/2023 at 6.00pm

PRE-MEETING: Please read, understand and sign: Trustee Code of Behaviour & Relationships – Board, Chair, Principal	Policy Ref:	Led By:	Time:
Call Meeting to Order Present / Apologies Declaration of Interests	Gov Policy	Chair	5 mins
Strategic Decisions: <i>(Strategic decisions made if required)</i> <ol style="list-style-type: none"> 1. Appoint Chair 2. Annual Delegations 2023 3. Approve December 2022 Financial Report 4. Community Meeting - decide on consultation process 5. Policy Review – School Docs <ul style="list-style-type: none"> • Legislation & Admin • Privacy • Official Information Request 			
Strategic Discussions: <i>(Ongoing summary of progress to date- projects/budget/charter)</i> <ol style="list-style-type: none"> 1. Principal Performance Appraisal 2. Discuss PD Goals for Staff 3. Discuss Priority Learners 4. Advertise Complaints Policy 5. Office Admin Job 		CEO	
Monitoring: <i>(Exploration of Key Result Area eg goals / targets, data analysis)</i> <ol style="list-style-type: none"> 1. Principal’s Report <ol style="list-style-type: none"> a. Staff Appraisal Process – agreed b. Table 2023 Charter, submitted to MoE c. Analysis of Variance 2022 		CEO	
Administration <ol style="list-style-type: none"> 1. Table last month’s minutes 2. Collect Code of Conduct signed by all Board Members 3. Matters arising 		Chair	10 mins
Meeting Closure: Identify Agenda Items for Next Meeting: <ul style="list-style-type: none"> ○ . ○ . Next Meeting Date: 13 th March 2023 TBC		Chair	5 mins

Delegation List and Conflict of Interest Register can be found in Board Meeting Folder



**Rangitoto School Board of Trustees
Correspondence for Meeting xx/xx/20xx**

Correspondence Item	Date Received	Notes
1.		

At Rangitoto School we endeavour to grow:
Confident, Caring, Curious & Creative