

AGENDA

JUNE BOARD MEETING



Name:	Mountainview High School
Date:	Wednesday, 26 June 2024
Time:	6:30 pm to 8:30 pm (NZST)
Location:	Default Location, 97 Pages Rd, Marchwiell, Timaru, New Zealand
Board Members:	Kenny Diamond, Damian James (Chair), Mr Alex Weatherall, Kristy Swain, Claire Hargest-Slade, Jenny Carter-Bolitho, Ahmed Khalid
Apologies:	Nicola Stephenson, Nikki Geddis, Jay Lovely

1. Opening Meeting

1.1 Confirm Minutes

6:30 pm (5 min)

Review and approve the minutes of the previous meeting

Supporting Documents:

1.1.a Draft Minutes of Mountainview High Sch BOT 22.05.24.docx

1.2 Interests Register

Update and discuss the interests register

2. Actions from Previous Meetings

2.1 Action List

6:35 pm (10 min)

Review and update the list of outstanding action items

3. Correspondence

3.1 Correspondence In

6:45 pm (15 min)

Discuss and address important correspondence received

3.2 Correspondence Out

7:00 pm (10 min)

Discuss and plan outgoing correspondence

4. Health and Safety

4.1 Health and Safety Review

7:10 pm (10 min)

Review the school's health and safety protocols and incidents

Supporting Documents:

4.1.a HealthSafetyIncidentsDetailed_20240619_160543.pdf

4.1.b Health and Safety Report June.docx

4.2 EOTC Report

Supporting Documents:

4.2.a Staff Form - Jazz Band Tour - Brent Duncan (DN).pdf

4.2.b EOTC Report June 2024.docx

5. Policy review

5.1 Policy Review

7:20 pm (15 min)

Review and discuss school policies

Supporting Documents:

5.1.a Equal Employment Opportunities.pdf

5.1.b Police Vetting.pdf

5.1.c Teacher Relief Cover.pdf

5.1.d Timetable.pdf

5.1.e Mountainview High School Board of Trustees.docx

6. Strategic planning

6.1 Strategic Planning

7:35 pm (20 min)

This is what we have been working on over the last month. It includes a GAP Analysis of key areas of improvement. This data was created and then shared for feedback with staff. We have then synthesised the data into key strategic areas for our next 4 year plan, the draft is included as a PDF.

Supporting Documents:

6.1.a Strategic Leadership V2.pdf

6.1.b slpp-2024-gap-analysis-tools mvhs for the workshop.docx

7. Principal Report

7.1 Staffing Report

7:55 pm (5 min)

Receive a report from the Chief Executive Officer (CEO)

Supporting Documents:

7.1.a Principal Report Staffing.docx

7.2 Finance Report

8:00 pm (10 min)

Review the financial report

Supporting Documents:

7.2.a Finance Report - June.docx

7.2.b MVHS_BOT_FINANCIALS_MAY_Report.pdf

7.3 Property Report

8:10 pm (10 min)

Principal's Property Report

Supporting Documents:

7.3.a Property Report.docx

7.3.b ICT Report Jun 2024.docx

7.4 Student Achievement, Engagement, and Retention

8:20 pm (15 min)

Supporting Documents:

7.4.a Principal's Report - Achievement, Engagement, Retention.docx

7.5 Strategic Objectives

8:35 pm (10 min)

Strategic initiatives update for June

Supporting Documents:

7.5.a Strategic Goals Report - June.docx

8. Audit of Annual Accounts

8.1 Annual accounts

This is our audited annual accounts. We need to move that the BOT accepts these accounts.

Supporting Documents:

8.1.a Management Letter 2023 MVHS.pdf

8.1.b FS 2023 (stamped w_ audit report) MVHS.pdf

8.1.c Audit Report 2023 MVHS.pdf

9. In Committee

9.1 Minutes from Previous Meeting

9.2 Correspondence

9.3 Staff Matters

9.4 Student Matters

10. Any other Business

10.1 Sports week Fund Raising - Sponsorship

Some of our teams are applying for sponsorship money from charity organisations.

Supporting Documents:

10.1.a Trust Aoraki Funding application for Board meeting.pdf

10.2 PLD oportunities

Supporting Documents:

10.2.a Email - Canterbury Mini Conference.pdf

11. Close Meeting

11.1 Close the Meeting

8:45 pm

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

Conclude the board meeting