



**Western Springs College Ngā Puna O Waiōrea  
Board Hui Rārangi Take  
11 November 2024 at 5:00 pm**

Item
Karakia tīmatanga
Present Apologies: Kat Poi (overseas) Declaration of interests
<b>REQUEST TO SPEAK</b>
None received
<b>STRATEGIC REVIEW</b>
<b>Mana Ōrite statement</b> The purpose of this item is for the board to discuss a proposal to adopt a Mana Ōrite statement. The statement would form a bridge between our strategic plan and the annual implementation plans developed by our school leaders. The statement would provide further guidance for school leaders in the development of our annual plan.  The annual plan for 2025 will be adopted at our first hui in 2025 and a draft received for consideration at our final hui for 2024.
<b>Budget 2025</b> The purpose of this item is to further discuss budget drivers and pressures, to inform preparation of the 2025 budget.
<b>REGULAR REVIEW</b>

Item
<p><b>Regular reports</b></p> <p>The purpose of this item is to receive management reports, and optional updates from kaimahi and ākongā members.</p> <ul style="list-style-type: none"> <li>● Principal's report</li> <li>● Tumuaki report</li> <li>● Kaiako reports</li> <li>● Ākongā reports</li> </ul>
<p><b>Health and Safety</b></p> <p>The purpose of this item is to <b>receive</b> the October H&amp;S report, and discuss any matters of significance in it.</p>
<p><b>Strategic Plan consultation and engagement</b></p> <p>The purpose of this item is to confirm subcommittee membership to plan and deliver consultation and engagement on our Strategic Plan during 2025.</p>
<p><b>Board committee work</b></p> <p>The purpose of this item is to <b>receive</b> and <b>note</b> the minutes of board committee hui that have taken place since our last board meeting.</p> <p><b>Finance and Business Services Subcommittee</b> - meeting on 7 November 2024</p> <p><b>Policy Review Subcommittee</b> - review and assurance schedule for term 3</p> <p><b>Property Subcommittee</b> - No meeting held since last Board hui.</p>
<b>ADMINISTRATION</b>
<p><b>Confirmation of minutes of meeting on 23 Sept 2024</b></p> <p><i>Recommendation: That the Board adopts the minutes of the meeting held on 23 Sept 2024.</i></p> <p>Matters arising</p>
<p><b>Board meeting dates 2025</b></p> <p>The purpose of this item is to discuss and confirm the board meeting dates for 2025, including a proposal for a workshop each term to progress strategic work items.</p> <p><i>Recommendation: That the Board adopts the board meeting and workshop dates for 2025.</i></p>
<p><b>Correspondence</b></p> <p>The purpose of this item is to receive any correspondence sent to or from the Board since the last meeting.</p>
<b>PUBLIC EXCLUDED BUSINESS (PEB)</b>

Item
<p><b>Confirmation of Public Excluded Business (PEB) minutes</b></p> <p><i>Recommendation: That the Board adopts the PEB minutes of the meeting held on 23 Sept 2024.</i></p> <p>Matters arising</p>
<p><b>Complaints</b></p> <p>The purpose of this item is for the Board to review concerns, complaints and OIA received by the Principal, Tumuaki and Board.</p>
<p><b>Any other business</b></p>
<p><b>Resume public business</b></p>
<p><b>CLOSE</b></p>
<p>Comments on meeting procedures and outcomes</p> <ul style="list-style-type: none"> <li>● Were we effective?</li> <li>● Was the information provided to the board for this meeting effective?</li> <li>● Was my contribution effective?</li> <li>● How could we improve?</li> </ul>
<p>Karakia whakamutunga</p>
<p><b>Meeting run time</b> - approx 3 hours</p>