

Topic and Background	Discussion	Action / Decision At the Meeting
<b>Administration</b>		
Welcome, Karakia Introductions/whakawhanaungatanga - Chair	Meeting Opened: X:XXpm	
Meeting overview and rules - Chair		
Attendees	Present: Apologies: Guests: No-Show:	
Declaration of Conflict of Interest		
<b>Presentations</b>		
Welcome to our guest from the community		
Principal's appraisal by NK		
Discussion by Matt Elliot regarding school karakia		

Approval of Previous Minutes	Minutes to be approved:	<b>Motion:</b> That the minutes from the meeting held on 25th June 2020 be passed as true and correct.  Moved: Second: Carried:
<b>Financial Report - 10 minutes</b> Monthly review of the financial report, financial statements and creditors.		<b>Motion:</b> That all lawful creditors be paid and that the financial report for June 2020 be approved.  Moved: Second: Carried:
<b>Principal</b>		
<b>Principal's Report - 10 minutes</b> Monthly Principal's Report		<b>Motion:</b> That the Principal's report be adopted. Moved: Second: Carried:  <b>Action:</b>
<b>Strategic Decisions/Policy</b>		
<b>Item</b> Strategic plan review and draft annual plan to be approved		<b>Motion:</b> That the Board approves the strategic plan and annual plan for 2020  Moved: Second: Carried:
<b>Strategic Discussion</b>	Exploration of special issue or project (e.g. budget, principal performance agreement/ appraisal, delegations)	
<b>Item</b>		

<b>Health and Safety</b>		
Any issues to raise?		
<b>General</b>		<b>Motion:</b> That the Board... Moved: Second: Carried:
<b>Item</b> Donations scheme next year		<b>Motion:</b> That the Board... Moved: Second: Carried:
<b>Item</b> Changes made to the 28th May meeting minutes		<b>Motion:</b> That the changes to the minutes from the meeting held on 28th May 2020 be adopted. Moved: Second: Carried:
<b>Item</b> Principal's appraisal this year		
<b>Item</b>		
Critical correspondence in / out	<p><i>Only address important correspondence relevant to the Board meeting. Secretary to identify items prior to meeting if possible.</i></p> <p><u>Correspondence in:</u></p> <p><u>Correspondence out:</u></p>	
<b>In-committee (When required)</b>		

<b>Approval of previous in-committee minutes</b>	Minutes to be approved:	<b>Motion:</b> That the minutes from the in-committee meeting held on xxxx be passed as true and correct.  Moved: Second: Carried:
	Moved In Committee at XX:XX Moved out of In Committee at XX:XX	The Board resolved to move “In Committee” under Section 48 of the Local Government Official Information and Meetings Act 1987 to discuss items that may have a privacy issue.
<b>Action Tracking</b>	Review of the Board Activity Tracker	
<b>Agenda Items For Next Meeting</b>		
Confirmation of next meeting	Thursday XX XXXXXX, 2020	
Item 1		
Meeting Closure	Meeting closed: XX:XX pm	