



Hui Poari
Te Rarangi Take

Hui Poari 17/01?2023

Kaupapa	Kaiwhakahaere
<p>Timata: 5.03pm Ko wai i tae a hui: A. Latu, D. Tunoho, F. Robson, M. Kiore, T. Tunoho, F. Matapo</p>	
<p>He Kete Uru Rangi Karakia: M. Kiore</p>	
<p>Kā whakapahā: M. Cassidy, P. McQueen</p>	
<p>Declarations of Conflicts of Interest</p>	
<p style="text-align: center;">Te Mahere Rautaki/Mahere ā Tau 2023</p>	
<p>AGENDA ITEMS</p> <ul style="list-style-type: none"> ● Presiding Chair ● Roles and Responsibilities for 2023 ● Staffing 2023 ● Strategic Planning Hui 	
<p>Previous Minutes - these were not tabled at this hui</p> <p>Matters Arising - none</p> <div style="background-color: yellow; border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Move that the previous minutes be accepted Moved: Seconded:</p> </div>	



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Moved:
Seconded:

Complete your details [here](#)

Election of Presiding Member

One nomination received - Anna Latu

Nominated M. Kiore

Seconded: D Tunoho

Agreed

Roles and Responsibilities

The Presiding Chair, Tumuaki and Taura Rep will have oversight across all of the Portfolios

The Presiding Chair will:

- Consult with the principal and board secretary to set meeting dates and write meeting agendas
- Preside over board meetings
- Lead the board to work as a team and ensure the work of the board is done
- Support board members' adherence to the code of conduct
- Develop an effective and professional working relationship with the principal
- Be the public face of the board.

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[Here](#) is the link to the NZSTA draft policy on the role of presiding chair.



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Te Rarangi Take

[Here](#) is the link to the policy on Board Responsibility which would be part of our Constitutional requirements

These are the suggested areas of responsibility for the Board for 2023. We will need to work with whānau and the Tumuaki to determine priorities for 2023 which will form part of the Annual Plan.

Whenua	Matt	Duncan	Paora
Finance	Matt	Kaikatea	
Whānau	Duncan	Paora	
Strategic Plan	Fiona	Paora	Fran
Communications	Fran	Fiona	Kaikatea

Action: Develop a set of descriptors for each portfolio

Action: At the Strategic Planning hui later this month identify key priorities and develop a workplan for each portfolio

Staffing 2023

A - the current scenario if no kaiako applies for the Kahukura position. Marcia would need to teach full time in KP leaving no one to take up the Tumuaki roles and responsibilities

Tumuaki	Kura Poutama	Kahukura	Amokura	Atakura	Te Iti Kahurangi
.5FTE	Marcia 1FTE	Fran 1FTE	Maia 1FTE	Virginia 1FTE	Delta 1FTE OPS (LAT until Term2)

Terry .6
Teacher Release, Ngā Toi

Aio 1FTE - Teacher Release - on Study Leave
Kapa Haka



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Te Rarangi Take

E - the proposed scenario in 2022

Tumuaki	Kura Poutama	Kahukura	Amokura	Atakura	Te Iti Kahurangi
Marcia 1FTE - supporting KP	Fran 1FTE NCEA	? 1FTE	Maia 1FTE	Virginia 1FTE	Delta 1FTE OPS (LAT until Term2)
			Terry .6 Teacher Release		
Aio 1FTE - Teacher Release					

To do list

Social Media - Takarea

Shared on Facebook - All whānau

Te Ahu o te Reo - Fi to share

Runanga Nui - Fran

Gazette online - Fi has sorted

There was much discussion about what we could do to help find a solution for the staffing issues. These included:

- Supplementing the Kura Poutama programme with community experts/programmes and using this time to release Marcia - Chase, Kapa Haka, Barb Anderson, Potiki Poi, Diving, Coding, Mahi Toi etc
- Setting up opportunities for ākonga to self pace and work independently on projects
- Whole class KP and K work times where individual contracts are set with Kaiako and Kaiāwhina to support
- Experienced Tumuaki to project manage some of the administrative roles of a Tumuaki
- 2 people to job share
- Consider incentives but be mindful of equity of employment issues

The BOT will need to meet with the Tumuaki in the next week to progress next steps.

Te Kura Kaupapa Māori o Ōtepoti



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<p>Strategic Planning hui</p> <p>A date has been set for Sunday 29 Janaury for Whānau/BOT/Kaimahi hui to help set the priorities for the Strat Plan 2023. Anna will check to see if the facilitator she has in mind will be available before we confirm the date with whānau.</p>	
<p>Next hui</p> <p>Next week</p>	