

AGENDA

TERM 2, 2025 MEETING NO. 2



Name:	Mountainview High School
Date:	Wednesday, 25 June 2025
Time:	6:30 pm to 8:30 pm (NZST)
Location:	Default Location, 97 Pages Rd, Marchwiell, Timaru, New Zealand
Board Members:	Damian James, Ahmed Khalid, Mr Alex Weatherall, Claire Hargest-Slade, Jenny Carter-Bolitho (Chair), Kristy Swain, Nikki Geddis, Kiran Gibbard
Apologies:	Nicole Fitzgerald, Kenny Diamond

1. Opening Meeting

1.1 Apologies

Jenny Carter-Bolitho

For Decision

Accept apologies

1.2 Interests Register

To record any conflicts of Interest

Supporting Documents:

1.2.a Interests Register

1.3 Public Attendance

To confirm any public attendance

2. Confirm Minutes

2.1 Confirm Minutes

Jenny Carter-Bolitho

For Decision

To confirm the previous minutes

Supporting Documents:

2.1.a Minutes : Term 2, 2025 Meeting No. 1 - 21 May 2025

2.2 Matters Arising

For Discussion

Matters arising from the previous minutes

3. Actions from Previous Meetings

3.1 Action List

Review actions from last meeting

Supporting Documents:

3.1.a Action List

4. Correspondence

4.1 Correspondence In

Jenny Carter-Bolitho

For Decision

accept/action correspondence

Supporting Documents:

4.1.a Corresp In - Ministry re resourcing audit and review of attendance management.pdf

4.1.b Corresp in - Ministry re resourcing audit and review of attendance management attachment - 359 Mountainview High School May 2025 Audit Visit Letter (1).pdf

4.1.c Corresp in - EF School Docs confirming Schedule of Delegations is updated.pdf

4.1.d Corresp in - EF School Doc confirming Schedule of Delegations is updated (attachment).pdf

4.1.e Corresp in - EF School Doc confirming Designated Caregiver policy is active.pdf

4.1.f Corresp in - EF School Docs confirmed Designated Caregivers policy is active (attachment).pdf

4.1.g Corresp In Email from TDC with crossing project update.pdf

4.2 Correspondence Out

Jenny Carter-Bolitho

For Decision

accept/action correspondence

Supporting Documents:

4.2.a Corresp Out - ET School Docs to update Schedule of Delegations.pdf

4.2.b Corresp Out - ET School Docs to update Schedule of Delegations (attachment).pdf

4.2.c Corresp Out - ET School Docs to allow Designated Caregiver policy on our site.pdf

5. Management Reports

5.1 Principal Report including Health & Safety Report

Kiran Gibbard

For Decision

accept Principal's Report and Health and Safety Report

Supporting Documents:

5.1.a	Principal's Report 2025 - T2 Wk9.docx.pdf
5.1.b	HealthSafetyIncidentsDetailed_20250620_121049.pdf
5.1.c	School Certificate 2025 - Mountainview High School.pdf
5.1.d	Incident Controller Certificate 2025 - Kiran Gibbard.pdf
5.1.e	Emergency Management Training Report - Mountainview High School.pdf

5.2 EOTC Report

Kiran Gibbard

For Decision

accept EOTC Report

Supporting Documents:

5.2.a	EOTC Report June 2025.pdf
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5.3 International Report

Kiran Gibbard

For Decision

accept International Report

Supporting Documents:

5.3.a	International Report 15.06.25.pdf
5.3.b	Viet Nam market update and NZSS Webinar 2025.pdf

6. Finance

6.1 Finance Report

Kiran Gibbard

For Decision

Supporting Documents:

6.1.a	MVHS-__BOT_2505 05 Finacials.pdf
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7. Policy Review

7.1 Term 2, 2025 Policies to Review:

Jenny Carter-Bolitho

For Decision

Other Topics to Review:

- Disaster Management (SLT to review from last meeting)

Supporting Documents:

7.1.a School Docs Disaster Management.pdf

7.2 Presiding Member Policy Review

Jenny Carter-Bolitho

For Decision

to review these policies in light of the change in Presiding Member:

- Presiding member (chair) role description policy
- Relationship between presiding member (chair) and principal policy

Supporting Documents:

7.2.a Presiding-member-role-description-policy for JLB.pdf

7.2.b Relationship-presiding-member-and-principal-policy for JLB.pdf

7.3 Concerns and Complaints Process

Kiran Gibbard

For Decision

To review this process

Supporting Documents:

7.3.a School Docs Concerns and Complaints Process.pdf

8. Other Business

8.1 Consent to Assess/Certify

Kiran Gibbard

For Discussion

Regarding foundation skills L1/L2

Supporting Documents:

8.1.a Certificate of Foundation Skills - level 1.pdf

8.2 Microwaves

Ahmed Khalid

For Information

Update on donated microwaves for common areas

9. In Committee

10. Close Meeting

10.1 Close the meeting

Next meeting: Term 3, 2025 Meeting No. 1 - 6 Aug 2025, 6:30 pm