

Notes from the Advisory Group meeting held on 1 December 2022

Present:	Anthonie De Heer, Chris France, Chris Sinclair, Grace Covey, Jen Smith (Chair), Karen Dobson, Sam Te Maari, Theresa Cooper,
In Attendance:	Mike Rondel, Denise Powell
Apologies:	Jaime Brown, Helen Johnson
Secretary:	Cindy Cascalheira
Interpreters:	Catherine Winfrey, James Bichan, Phillipa

The chair opened with a Karakia

1. **Whanaungatanga** – Each member of the group introduced themselves
2. **Conflict of interest** – these will be logged and updated at each meeting if required
3. **Code of Conduct** – discussions were had around a Code of Conduct for this Advisory group. Changes will be made and circulated to the group for confirmation
4. **Terms of Reference** - discussions were had around a Terms of Reference for this Advisory group. Changes will be made and circulated to the group for confirmation
5. **Background School reports** – were provided to the members and were taken as read
6. **Recruitment process for the Executive Principal** – initial discussion was had to gather people's initial thoughts and will continue over the coming meetings

The chair closed with a karakia