



Sacred Heart
Girls' College

HAMILTON

POLICY 19

PUBLIC ATTENDING BOARD MEETINGS

The daily life of the college will be permeated with the values of Jesus Christ and the teachings of the Catholic Church. Special links will be maintained with the Sisters of Our Lady of the Missions as the College Founders and their special charism reinforced in the College.

1.0 Purpose and Scope

The Sacred Heart Girls College Board of Trustees (the Board) welcomes members of the public to attend the Board meetings and hope that they enjoy their time observing these meetings. Members of the public include staff and parents of the school who are not current Board of Trustee representatives.

2.0 Procedure

- 2.1 Board meetings are not public meetings but meetings held in public.
- 2.2 If the meeting moves to exclude the public (usually this is to protect the privacy of individuals) then you will be asked to leave the meeting until this aspect of business has been concluded.
- 2.3 Members of the public may request speaking rights on a particular subject that is on the agenda. Preferably this request has been made in advance. Public participation is at the discretion of the Board.
- 2.4 Speakers shall be restricted to a maximum of three (03) minutes each per subject, with a time limit of fifteen minutes per interest group.
- 2.5 No more than five (05) speakers on any one topic.
- 2.6 Speakers are not to question the Board and must speak to the topic.
- 2.7 The Board will not address questions or statements to speakers.
- 2.8 Speakers shall not be disrespectful, offensive, or make malicious statements or claims.
- 2.9 If the Board Chairperson believes that any of these have occurred or the speaker has gone over time, they will be asked to finish.

REVIEW:

This policy shall be reviewed by the Board of Trustees triennially.

Review schedule: February Triennially

Review due next: February 2021

REFERENCES:

- NZSTA Policy Framework
- STA Handbook for Board of Trustees of New Zealand Catholic Integrated Schools 2016
- Local Government Official Information and Meetings Act 1987
- Key legislation contained in 'Guidelines for Board Assurance Statement and Self-Audit Checklists' ERO
- Education Act 1985

Approved by the Board of Trustees at the meeting held on 25/08/ 2018

CHAIRPERSON