

Getting Ready Planning Your Board Induction

**A copy of this presentation is available now in the
Resource Centre > Learning Library**

The recording will be published tomorrow

Preparing our minds for the session



E te hui

For this gathering

Whāia te mātauranga kia mārama

Seek knowledge for understanding

Kia whai take ngā mahi katoa

Have purpose in all that you do

Tū māia, tū kaha

Stand tall, be strong

Aroha atu, aroha mai

Let us show respect

Tātou i a tātou katoa.

For each other.

Your presenters

Sarah Fleming – Presenter

Regional Advisor Governance and Employment

Belinda Weber – Q&A

Chief Advisor Governance

Arja Pinkney – Host

Learning and Innovation Specialist



What you'll learn

By the end of this session, you should be able to:

- Identify ways to prepare for the induction of new board members
- Describe how to support the recruitment of new members
- Recognise what helps board members feel supported and valued



Part 1

Readiness

How prepared are you for new board members?

Preparing for a smooth transition

Succession planning

Tidying the desk for the next person.

Induction

Welcoming and supporting new members.

Letting them know what to expect when sitting at the desk.

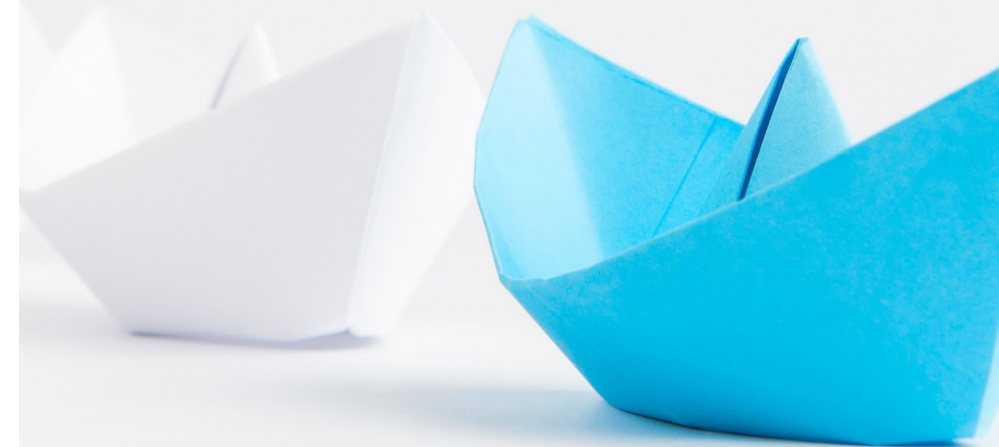


What do you think?

Why is board member induction so important?

Are you ready to induct new members?

- How are you going to welcome them?
- Are your files and folders organised?
- What do new members need to know immediately?
- What information can be gradually released?
- What would you like to have known when you began?
- What worked and didn't work with your induction?



A tool for your next meeting

What?

What should an induction process include?

So What?

Why are these elements important?

Now What?

What can we improve in our current approach?



What can be included in an induction pack?

- Board members' contact details
- School email address
- Board workplan and meeting dates
- Code of conduct
- Delegations
- School policies
- Minutes and supporting documents
- Your strategic plan, annual plan, and budget



Part 2

Recruitment

Who makes a good board member?

How can you prepare for recruitment?

- Is succession planning on your agenda?
- How many vacancies does your board have?
- Does your board represent the diversity of your community?
- How can you promote the role of the board to your school community?
- What are the attributes you need on your board?



What attributes or skills make good board members?

What do you think?



What attributes or skills make good board members?

- Having a vision
- Great communication skills
- Having a growth mindset
- Being a good listener

No matter who is on your board, the aim is to have a mix of people who complement each other.



How can you find new members?

- Consider those outside your immediate group of parents
- Host an information session
- Use our resources to promote the election
- Share the link to the latest Kōrari for aspiring board members webinar recording
- Share the Community Member Guide



Get on board!



Part 3

Retention

How do you keep board members?

How do you develop a healthy board culture?

- Establish your board as a team
- Discuss what good governance means at your school.
- Reflect and evaluate your board meetings
- Seek advice and learning opportunities



How do you develop a culture of curiosity?

Four phrases that can help

- I don't know
- Tell me more
- I understand you are more than your job
- Who else? (Taking the community with you)



Your first board meeting

- Whakawhanaungatanga
- Use practices based on agreed school values
- Consider how you give effect to Te Tiriti o Waitangi in your board meetings
- Engage all board members
- Set a governance direction



What's in your action plan?



- Ensure new members fill out Appendix 2, so we can communicate key information
- Attend board training together as a whole board
- Whakawhanaungatanga is key
- Be clear about your purpose and governance role
- Have intentional induction
- Build a team culture – you're together for the next three years
- Start with a plan to be effective



Part 4

Resources

Where can you find help?

Support



Visit Us



Resource Centre

- [Elections, Vacancies, & Succession Planning](#)
- [Board term task checklists](#)
- [Kōrari for Aspiring Board Members](#)
- [Board work plan](#)

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Closing the session



Ka whakairia te tapu

Restrictions are moved aside

Kia wātea ai te ara

So the pathway is clear

Kia turuki whakataha ai

To return to everyday activities

Kia turuki whakataha ai

To return to everyday activities

Haumi e. Hui e. Tāiki e!

Enriched, unified and blessed!

Ngā mihi nui!
Thank you!