

Board of Trustees Meeting – DATE: 2 May 2018

Open: Karakia Timatanga: 7.10pm

1. Administration

- 1.1 Present: Gillian, Rachel, Di W, Dave, Vera, Craig, Chris, Shane
Move to give speaking rights to Dianne in both public and in-committee parts of meeting, as her contribution as DP is relevant to this meeting. Moved/ seconded: Rachel/ Dave
- 1.2 Apologies: Judith (NZSTA)
- 1.3 Declaration of interests: N/A
- 1.4 Confirmation of previous minutes: Move that the minutes be approved as true and correct.
Moved/ seconded: Rachel/Di
Move that the Financial Report, emails and reading/writing data be tabled. Moved/ seconded: Rachel/Chris
- 1.5 Correspondence – St Michael’s & Pomare School Letter re: enrolment scheme, NZEI PTCA notification, Main Security change of ownership, Infinity Foundation grant (declined) application result, Four Winds grant application result (approved): Documents distributed and gone over thoroughly.
Email forwarded by Rachel to BoT members inviting them to the upcoming NZSTA roadshow. Tentatively book the Thursday 17th May with a reminder being issued closer to the time.
Rachel is to be the NZSTA delegate for the BoT and will attend the AGM.

2. Strategic Decisions & Discussions

- 2.1 Strategic decisions made if required
 - 2.1.1 Policy review framework: No updates at this stage.
 - 2.1.2 Policies for ratification: N/A
 - 2.1.3 COL: Next meeting is 18th May. An email is being sent to Chris Hipkins alerting him to the issues within the community at the moment.
 - 2.1.4 Enrolment Scheme: MoE will send a letter will be sent to the school re enrolment scheme. Following a submission from a member of the community, the MoE has officially identified street zones. This narrative is not available yet, however. When the letter arrives it will be forwarded to the BoT.
 - 2.1.5 Board by-election: We have received two nominations: Spencer Heiss and Janie Tito-Banbrook.

3. Monitoring

- 3.1 Principal’s Report: Document distributed and gone over thoroughly.
Finalising with Maggie Bolton the logistics of Choice Theory training.
Assessment: Reading and writing data distributed and gone over thoroughly. Andy from ETap will be in next week. Dave will discuss a few inconsistencies in the presentation of the data on ETap (tables/graphs/best fit columns etc.). Data has been helpful in identifying successes and potential target groups.
Behaviour management: Conferred with RTLB and NZSTA about processes used. We still need something immediate and effective over the long term and have requested more

funding for teacher aide hours and mentoring. An inter-agency meeting is being organised.

Consultation meeting being organised to discuss where to go regarding changing our Te Reo level rating.

3.2 Finance: Documents distributed and gone over thoroughly. We appear to be tracking nicely at this stage. Dave to check up on HIPPY cost codes.

Move that we pass the finance report pending Dave checking the HIPPY cost codes.

Moved/ seconded: Rachel/Craig

3.3 Property

3.3.1 Property Report: Documents distributed and gone over thoroughly. Gates are up, although the paint is peeling already. Building WOF inspections have been approved.

Dave has looked into having heat pumps installed in the areas of the school that desperately needed them over Summer.

3.4 Health and Safety – as per Principals report

3.5 IT – no items

3.6 Curriculum – as per Principals report

4. Other items

4.1 Polyfest update provided.

5. In-committee items

Moved that the public be excluded from the following part/s of the proceedings of this meeting namely agenda items 5. The grounds are that the matter is one of:

- personnel and the reason is to protect the privacy of the individual/s. This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public.

Moved/Seconded: Rachel/ Gillian

Moved that Dianne Wright , as DP, be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of item matters which will support the board's decision-making.

Moved/Seconded: Rachel/ Gillian

Moved out of committee at 9.15pm

6. Meeting Closure

6.1 Identify Agenda Items for Next Meeting

Karakia whakamutunga: Meeting closed 9.17pm

Note 1: Correspondence is listed on the back of the agenda

Note 2: List of current delegations attached to agenda

All reports associated with this meeting are available on-line, or in the school office during normal school hours.

Associated meeting reports:

NOTE 1:

NOTE 2:

BOT delegations:

Chair: Rachel

Deputy Chair: Craig

Committees:

Health & Safety: Shane, Dianne, Gillian

Policy Review: Craig, Rachel, Dianne, Gillian, Dave

Portfolios:

Civil Defence: Vera

Curriculum: Gillian, Dave

Property: Shane

Finance: Chris, Dave

Karakia Kumutunga: 9.17pm

Approved: 
06.06.2019

