

Board of Trustees Meeting Meeting– DATE: 11 July 2018 APPROVED

Open: Karakia Timatanga 7.10pm.

1. Administration

- 1.1 Welcome board members: Welcome to Judith.
- 1.2 Present: Dave, Gillian, Chris (7.15pm), Vera, Judith, Di, Rachel and Spencer (7.20pm)
- 1.3 Apologies: Shane, Craig
- 1.4 Declaration of interests - none
Motion:
I move to grant speaking rights to Dianne Wright who as Deputy Principal will have relevant contributions to this meeting
Moved/Seconded: Rachel/Vera
- 1.5 Confirmation of previous minutes
Move that the minutes be approved as true and correct. Moved /seconded Rachel/Gillian
- 1.6 Correspondence – NZSTA Update, NZSTA Membership Matters, Office of the Auditor General, Wellington Airport Regional Community Awards - We have been nominated for this award for Polyfest.
NZEI Stopwork meeting could affect us, but hopefully not too much as it is an early finish day.

2. Strategic Decisions & Discussions

- 2.1 Strategic decisions made if required
 - 2.1.1 Policy review framework – no new items
 - 2.1.2 Policies for ratification - none
 - 2.1.3 COL: Updated re across school positions.
 - 2.1.4 Enrolment Scheme: Mandy from the Ministry of Education contacted Dave and Rachel to inform them of a zoning issue with one of the schools. It would be preferable to consult with the other principals and have a full board present before reaching a decision about going ahead with the zone.
Decision to be carried over to next meeting.

3. Monitoring

- 3.1 Principal's Report: Documents distributed and gone over thoroughly.
The roll is down compared to last year.
Continuing to work with RTLB and the MoE about behaviour. The debrief from Cate was really interesting and helpful. Workshops around dealing with kids who have experienced trauma will be had next term which will be great. We will continue to work with RTLB, PB4L, Constable Stuart Blake.
E-tap is still being worked on, but improvements have been made in the form of consistent tables have been created to make it easier to monitor progress.
Armed Offenders incident near the school - need to see the school notified to keep the children safe.

<p>3.2 Finance</p> <p>3.2.1 June Finance Report: Documents distributed and gone over thoroughly. We have a surplus, but most of it is Polyfest money. Dave has continued to manage the term deposits. Move that we pass the June Finance Report. Moved / seconded: Rachel/Chris</p> <p>3.2.2 2017 Independent Auditor Report & 2017 Board Report: Documents distributed and gone over thoroughly.</p> <p>3.3 Property</p> <p>3.3.1 Property Report: Documents distributed and gone over thoroughly. Viewing platform is structurally sound. The builders will make a few alterations to get it above code. Asbestos survey has been completed and the report is pending.</p> <p>3.4 Health and Safety</p> <p>Health and Safety Report: A couple of bumped heads and knee to the chin.</p>
<p>4. <u>Other items</u></p> <p>4.1 Polyfest update: It was awesome! Progress happening on creating a Trust to manage the event in future. Thank you from KPG for letting them use the school kitchen.</p>
<p>4. <u>In-committee items</u></p> <p>Motion: that the public be excluded from the following part/s of the proceedings of this meeting namely agenda items 4. The grounds are that the matter is one of:</p> <ul style="list-style-type: none"> • 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. • that the exclusion of the public from this part of the proceedings of the meeting is necessary to enable the board to deliberate in private on its decision or recommendation <p>Moved/Seconded: Rachel / Spencer</p> <p>For individuals to remain at public excluded item</p> <p>Motion: 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/Spencer</p> <p>Moved out of committee at 8.30pm</p>
<p>6. <u>Meeting Closure</u></p> <p>6.1 Identify Agenda Items for Next Meeting: Strategic Planning Spencer to touch base with the Funding expert. Zoning discussion</p>
<p>Karakia whakamutunga: Meeting closed 8.31pm</p>
<p>Note 1: Correspondence is listed on the back of the agenda Note 2: List of current delegations attached to agenda</p>

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

Portfolios:

Civil Defence: Vera

Curriculum: Gillian

Property: Shane

Finance:

Approved 1 Aug 2018

A handwritten signature in black ink, appearing to read 'R Brinkley', with a stylized flourish at the end.

Rachel Brinkley, Chair

