

Board of Trustees Meeting Minutes – 2 August 2017 APPROVED
Date Approved 06/09/17

Open: Karakia Timatanga

1. Administration

1.1 Present: Gillian, Dianne, Eli, Craig, Dave, Vera, Shane and Rachel

1.2 Apologies: none

1.3 Confirmation of previous minutes

Move that the minutes are true and correct.

Rachel/Craig Approved

1.4 Correspondence

David Hinds - Request for information about religious education - draft letter distributed and gone over thoroughly. Required to complete this as OIA request.

Dave Appleyard – CoL meeting date for Boards 31/8. Rachel to attend (Eli if she can't)

2. Strategic Decisions & Discussions

2.1 Strategic decisions made if required

2.1.1 Policy review framework

Action: To be distributed among the subcommittees for review and collation. Tentative date for all policy review information to be completed by the end of November.

2.1.2 Board vacancy update

Vacancy has been publicly advertised with Board's intention to select a new board member, and was discussed with former board member concerned. Discussion identified need to strengthen whanau representation and possibility to consider next highest polling candidates from Board election nominees? No action possible until closing date of casual vacancy notice.

3. Monitoring

3.1 Principal's Report

Move that the Principal Report is tabled

Report distributed and gone over thoroughly.

Board approval is being sought for an application from Di C regarding a science opportunity via Science Research Trust –Victoria University of Wellington

Rachel/Eli Approved

3.2 Finance

3.2.1 End of month reports for June (including MOE Entitlement Notice). No concerns identified in report.

Move that the Financial Report be accepted

Approved: Rachel/ Craig

3.2.2 Resolution for grants

The Board approve that an application be made to Four Winds Trust for sport equipment/ uniforms in the quoted amounts of \$570 or \$986. **Approved: Rachel/ Craig**

3.3 Property

3.3.1 Front entrance concept drawings – still awaiting confirmation for fencing.

3.4 Health and Safety

No compliance issues.

Nothing new in the hazard register.

Phones stopped working on Monday and needed repair. Needed urgent repair, approved by Chair on the day. Phone and alarm systems are now separate at no extra cost.

3.5 IT

Craig's course review will be ready for the next meeting.

Digital technologies draft to be carried over to the next meeting.

3.5.1 SNUP

Wireless improvements in the pipelines.

Action: Dianne to invite Lee Ashby to the next board meeting.

3.6 Curriculum

3.6.1 Draft Digital Technologies curriculum <https://education.govt.nz/ministry-of-education/consultations-and-reviews/digital-technology-consultation/>

3.6.2 Tapasa-Pasifika Cultural competencies <https://education.govt.nz/ministry-of-education/consultations-and-reviews/tapasa/>

Board members to review this before next meeting.

3.6.3 Maori achievement data

To be discussed further next meeting as not yet available.

3.6.4 Science Teaching Leadership Programme

Clarification around the process of applying to use the Prime minister's fund to be completed. Process to be distributed. Action Craig/ Rachel

3.7 Personnel

3.7.1 Principal Appointment

(Dianne left meeting)

Six applications have been received and interviews will be held on 13/08/17.

(Dianne returned to meeting)

3.7.2 Staffing updates Discussed thoroughly		
4. <u>Other items</u> 4.1 Science Research Trust –Victoria Univeristy of Wellington (as discussed in Principal's report. Polyfest 4.2 Discusson decided need to proceed with combined meeting with Board of Trustees, KPG and staff to discuss school's future role in Polyfest.		
5. <u>In-committee items</u> Motion: that the public be excluded from the following part/s of the proceedings of this meeting namely agenda item as below. The grounds are that the matter is one of: (5.1 & 5.2) 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. (5.3) that this item will consider information that was provided subject to an obligation of confidence and making that information available would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied.		
7. <u>Meeting Closure</u> 6.1 Identify Agenda Items for Next Meeting Maori Achievement Priorities within 5YPP/ 10YPP		
Karakia whakamutunga: Meeting closed 9.01 pm		
Note 1: List of current delegations		

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

Associated meeting reports:

Correspondence (1.4)
Principal's report (3.1)
June finance report (3.2.1)
School entrnce concept drawings (3.3.1)
SNUP (3.5.1)
Links attached for 3.6.1 and 6.3.2 due to their size
Science Teacing Leadership Progrmame (3.6.4)
Science Research Trust –Victoria Univeristy of Wellington (4.1)
In-committee documentation is not available for public viewing (5)

NOTE 1:

BOT delegations:

Chair: Rachel

Deputy Chair: Craig

Committees:

Health & Safety: Shane, Dianne, Gillian

Policy Review: Craig, Rachel, Dianne, Gillian

Portfolios:

Civil Defence: Eli, Vera

Curriculum: Eli, Gillian

Property: Shane

Finance: Dave

A handwritten signature in blue ink, appearing to be 'RCS' with a flourish underneath.

06.09.17