

Board of Trustees Meeting Minutes DATE: 11 April 2018

Open: Karakia Timatanga

Meeting started at 7.07 pm

I move to grant speaking rights to Dianne Wright as she will have relevant contributions to this meeting in her role as deputy principal. Moved / seconded : Rachel/ Craig

I move to table the following documents which were not available at the time of agenda being published:

3.2.1 March 2018 Finance report, 3.3.1 Quotes , 4.2 4x Resolutions for Noho Marae grant applications. Moved / seconded : Rachel/ Craig

I move to include the following item in the in-committee section of the meeting 5.5 Complaints. Moved / seconded : Rachel/ Craig

1. Administration

1.1 Present – Dave, Gillian, Dianne, Rachel Craig, Vera. Chris, Shane

1.2 Apologies - none

1.3 Declaration of interests - none

1.4 Confirmation of previous minutes Noted – 2.1.1 Policies /procedures now on website: 2.1.5 no meeting in Term 3.

1.5 Correspondence – Taita Central School Letter, Ministry of Education: Enrolment scheme

2. Strategic Decisions & Discussions

2.1 Strategic decisions made if required

2.1.1 Policy review framework

2.1.2 Policies for ratification. Move to ratify the entire Koraunui Policy Document. Moved Seconded: Rachel /Craig. All in favour.

2.1.3 COL no meeting posted due to lack of attendees availability.

2.1.4 Enrolment Scheme – sitting with MOE. SV Principals are following up on written confirmation from all neighbouring schools consulted. Onve in place the 3 schools will confirm ballot processes.

2.1.5 Board by-election – on track. Returning officer has started the process. Info to go in newsletter and on FB page.

3. Monitoring

3.1 Principal's Report – Discussed.

3.2 Finance

3.2.1 End of month reports for March 2018. Discussed. Moved/ Seconded: Rachel / Gillian

3.2.2 Quarterly Operations Grant Instalment Notice – discussed, decrease on operational funding noted, need to consider impact.

3.3 Property - a student has ORRS funding and MOE will assess for need for modifications.

3.3.1 Property Report – 2x quotes received for asbestos testing and removal – discussed.

Moved to accept quote from Fibresafe NZ. Moved/ Seconded: Rachel/ Dave.

Security cameras – Secure systems have completed and site visit and we are now waiting for the quote. Main security have not yet completed a site visit.

3.4 Health and Safety – Classroom lock to be fixed. Staff wellbeing – supporting staff after a busy term.

3.5 IT – Discussion about leasing vs purchasing of upgrades. **Action:** Gillian to seek further advice.

3.6 Curriculum – no items.

3.7 Personnel – to be discussed in committee for future meetings.

4. Other items

4.1 Polyfest update and resolution for grants - \$20,000 received for grants towards Polyfest. (Pub Charity \$5000, Lion Foundation \$5000, SV Cossie Club \$5000, Trust House Foundation \$5000)

4.2 Noho grant applications – The Board resolved to approve applications for the following grants for Noho marae. Infinity \$6120 for transport, Pub Charity \$4720 for ferry transport, Lion Foundation \$2500 Te Wheke trip, Grassroots \$2000 accommodation.

5. In-committee items

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

- personnel and the reason is to protect the privacy of the individual/s.
- 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. 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.

Move that Dianne, as Deputy Principal, 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, and has speaking rights. Moved / Seconded: Rachel/Gillian

5.1 Internal Evaluation

5.2 OIA update

5.3 Personnel

5.4 Student Engagement

5.5 Complaints

Moved out of In-committee at 9.55pm

6. Meeting Closure

6.1 Identify Agenda Items for Next Meeting - none

Karakia whakamutunga: Meeting closed 9.57 pm

NOTE 1:

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: Dave, Chris

Approved: 
02.05.2018

