

Board of Trustees Meeting Minutes – DATE: 4 September 2018

Open: Karakia Timatanga

1. Administration

Tabled August finance report. Moved that Dianne Wright has speaking rights as DP she will have relevant contributions to this meeting. Moved /Seconded Rachel/ Spencer.

- 1.1 Welcome board members
- 1.2 Present – Dave, Gillian, Dianne, Rachel, Craig, Spencer, Chris, Shane, Vera
- 1.3 Apologies - Judith
- 1.4 Declaration of interests - none
- 1.5 Confirmation of previous minutes.
- 1.6 Correspondence – NZSTA flyer
- 1.7 Next meeting delayed until first week of term due to Board member absences during school holidays.

2. Strategic Decisions & Discussions

2.1 Strategic decisions made if required

2.1.1 Vision and Strategic Plan review discussion – Dave developing documents for review. Discussed with staff about clarity of school vision and that is starting point. (ref P2). Vision the Strategic plan, 4 aims and goals. Included Korau values as this needs to be reflected in our statements – need to have these more publicly displayed. Need to consult with our community – 3 or 4 simple questions. Then use to draft strategic goals. MoE now wanting 3 years in line with BOT elections. At least 10 years since last vision developed. Dave, Rachel and Spencer attending the NZSTA training.

2.1.2 Policy review framework - nil

2.1.3 Policies for ratification - nil

2.1.4 COL – Within School Teacher Position – Info re within school role – mostly relevant to those who are interested. These are Board appointed positions and are more of a facilitation role and liaison with across school teachers. Our school generated 1x position due to its size so can appoint someone through to end of 2019 (equiv to 4 days a term (approx).

Need a panel of those who want to be part of this process. Indicative timeline has been provided. Applications close 19th Sept, starting date Term 4.

Moved to establish appointments committee for within school roles. Moved seconded: Rachel/ Spencer. Those interested in panel – Dave, Craig, Rachel. Vera also may be interested if required.

3. Monitoring

3.1 Principal's Report – discussed thoroughly. Credit to Janice and KCC for MSD report relating to KCC Accreditation. Behaviour – current management of it by senior management not sustainable – detracts from other business but need to do this to ensure that rest of the school functions properly. Work going on behind the scenes to put supports in place but not immediate.

3.2 Finance

3.2.1 July & August Finance Reports. Moved / seconded: Rachel / Chris

3.2.2 Grant applications – The board resolved to approve following funding applications:

(1) Four Winds \$5000 to help cover the costs of instructors and use of equipment for school camp.

(2) Trillian Trust \$5000 contribution towards Workclub for Year 6 camp.

Both applications Moved/ Seconded: Rachel / Craig – approved unanimously.

3.3 Property

3.3.1 Property Report – discussed thoroughly. Playground – Dave doesn't have time at present to drive this process -need to get to a plan for what we want & costings. Shane offered to lead this process and will touch base with Dave about this process. Spencer has sourced playground brochures.

3.4 Health and Safety - as per report.

4. Other items

4.1 Polyfest update - deficit of about \$6000 which will be offset by last years surplus (just can't be reflected in this years accounts). Trust members have had initial meeting – Koraunui representatives – Dave and Theresa. School will retain some rights as originating school with regards to the Polyfest as long as Board agrees. Board agrees that this supports the decision to move Polyfest into trust, and stops the financial risk/ liability to the school.

4. In-committee items Rachel/ Gillian 8.24pm

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

Moved Out of committee 9.30pm

6. Meeting Closure


6.1 Identify Agenda Items for Next Meeting

Karakia whakamutunga: Meeting closed 9.30pm

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.

Approved: 
17.10.2018

