



MINUTES

BOARD OF TRUSTEES MEETING

held Wednesday 29 August 2018

at 7pm in the Staffroom

PRESENT Fiona Barker (Chair), Dave Shadbolt (Principal), Claire Alger (Staff Rep), Malua Tipi, Anna Palairet, Nigel Stevenson and Michael Taia (Treasurer).

STAFF Judith Howe, Executive Officer

KARAKIA The meeting opened with a karakia given by Malua Tipi.

PRESENTATION

- The Arts pod introduced their members and then showed a video containing clips of the wide variety of opportunities under the Arts. It included a skit by the Comedy club and information re dance activities.
- Year 4 – the year four team presented to the Board around the teaching of writing in year 4. Each teacher then spoke about one of their target students and showed the comprehensive information collected about that student.

AGENDA

1. MOVED by the Chair that the Agenda be ratified with the addition of Succession Planning for the Board.

2.1 MINUTES FROM PREVIOUS MEETING

2.2 MOVED that the Minutes dated 27 June 2018 be confirmed as a true record.
(Dave Shadbolt/Michael Taia, Carried)

3.1 MATTERS ARISING FROM PREVIOUS MINUTES: Nil

4.1 CORRESPONDENCE

4.2 MOVED that the Inwards and Outwards correspondence be ratified with the addition of a letter of resignation from Carol Elson.
(Claire Alger/Malua Tipi, Carried)

5.1 MATTERS ARISING FROM CORRESPONDENCE Nil

6.1 FINANCES: (6.2 – 6.4 were moved together)

6.2 MOVED that the minutes dated 28 August of the Finance sub committee be accepted.

6.3 MOVED that the creditors for July of \$15,278.58 and August of \$32,974.64 be confirmed.

6.4 MOVED that the Summary Statement of Financial Performance and Statement of Financial Position for July be confirmed.

6.5 It is noted that Gladstone is now using XERO for the school accounting package rather than Musac.

6.6 It was agreed that a new system for reporting will be adopted. We will no longer present a list of 20th month creditors (which includes many small value accounts) as it is not all encompassing in that it excludes automatic payments and direct debits that occur during a month.

Instead the sub committee finance minutes will be listing all items of significance i.e. over \$3,000 for the full month.

6.7 The treasurer Michael Taia, will continue to peruse the complete list of payments for the month on behalf of the Board, and sign them off. This is the recommended practice by the auditors, RSM.

(6.2 – 6.4 Malua Tipi/Michael Taia, Carried)

7.1 PRINCIPAL’S REPORT

7.2 MOVED that the Principal’s Report for August be adopted.

7.3 MOVED that the 2019 year 3-6 school camps be approved. It is noted that police vets will continue to be required for years 4 – 6 inclusive.

7.4 The Board reluctantly accepted the resignation of Carol Elson.

(7.2-7.3 Malua Tipi/Anna Palairret, Carried)

8.1 GLADSTONE COMMUNITY GROUP

8.2 It was noted that they will be funding seven replacement drinking water fountains.

8.3 The calendar art fund raising event is underway.

8.4 Plans are being put in place for a Chill N Grill for next year due to its success this year.

9.1 POLICY COMMITTEE Nil

10.1 PROPERTY COMMITTEE - No meeting

11.1 ENROLMENT COMMITTEE – No meeting

12.1 ROLL GROWTH – No meeting

13.1 GENERAL BUSINESS

13.2 Anna, Malua and Fiona will help prepare the community survey, the results of which will be presented at the November Board meeting.

13.3 It was agreed that Gladstone School will become a ‘water promoting school’.

13.4 It was agreed to move succession planning from this month to next month’s agenda.

13.4 MOVED that the Board go into Committee to discuss a sensitive matter at 9.35pm.

(Dave Shadbolt/Claire Alger, Carried)

7.4 The Board came out of committee at 9.55pm. Refer to the In Committee Minutes.

A closing Karakia was given by Malua Tipi.

There being no further business the meeting closed at 10.00 pm.

CHAIRPERSON: _____

DATE: _____

