



MINUTES

BOARD OF TRUSTEES MEETING

held Wednesday 27 February 2019

at 7pm in the Staffroom

PRESENT Fiona Barker (Chair), Dave Shadbolt (Principal), Claire Alger (Staff Rep), Malua Tipi, Anna Palaret, Nigel Stevenson, Michael Taia and Libby Middleton

STAFF Judith Howe, Executive Officer

APOLOGIES Stephen Gough

KARAKIA The meeting opened with a karakia given by Michael Taia.

PRESENTATIONS Nil

AGENDA

1. **MOVED by the Chair that the Agenda be ratified.**
2. Fiona Barker advised that she will continue on as Chair until the mid year Board elections.

2.1 MINUTES FROM PREVIOUS MEETING

2.2 **MOVED that the Minutes dated 19 December 2018 be confirmed as a true record.**
(Nigel Stevenson/Claire Alger Carried)

3.1 MATTERS ARISING FROM PREVIOUS MINUTES: Nil

4.1 CORRESPONDENCE

4.2 **MOVED that the Inwards and Outwards correspondence be ratified.**
(Libby Middleton/Claire Alger, Carried)

6.1 FINANCES: (6.2 – 6.3 were moved together)

6.1 MATTERS ARISING FROM CORRESPONDENCE : Nil

6.2 **MOVED that the Comments on the Financial position be accepted.**

6.3 **MOVED that the creditor payments for February of \$92,689.62 be confirmed.**
(6.2 – 6.3 Michael Taia/Malua Tipi, Carried)

7.1 PRINCIPAL'S REPORT (7.3 – 7.6 were moved together)

7.2 Discussion on the Whanaufono working group. The WWG had it's first meeting to discuss plans for 2019. The aim of these meetings is to foster two way communication between the WWG and the school. Dates have been set for the year to 'lock-in' these meetings for 2019.

There was also discussion around reviewing the school website so that it reflects our bilingual society. Dave to work with Robyn Shannon on initiating this. We will look at what other schools are doing and use this as a model for our school.

7.3 MOVED that the Principal's Report for February be confirmed.

7.4 MOVED that Hannah Finlayson's application for leave be granted.

7.5 MOVED that the revised Charter be adopted together with the Annual Plan for 2019.

7.6 MOVED that the appointment of Katherine Connelly, tutor of music, be ratified.

(Dave Shadbolt/Michael Taia, Carried)

8.1 GLADSTONE COMMUNITY

8.2 The "Chill n Grill" evening is planned for Friday 8th March, 5 – 8pm. Malua will assist on the bar.

9.1 POLICY COMMITTEE - Nil

10.1 PROPERTY COMMITTEE – Nil

11.1 ENROLMENT COMMITTEE – Nil

12.1 ROLL GROWTH - Nil

13.1 GENERAL BUSINESS

13.2 The 10 Year Property Plan which has funding allocated for the first 5 years, was discussed.

13.3 Malua left at 8.20pm for family reasons.

13.4 The timeline for the Board of Trustee elections for May/June this year was looked at and discussed to ensure the Board was well placed to inform our community around the process and to encourage parents to consider standing for the BOT.

13.5 MOVED that Judith Howe be appointed as Returning Officer for the Bot Elections in accordance with the general guidelines.

(Dave Shadbolt/Anna Palairt, Carried)

13.6 Libby Middleton offered to write a piece regarding the elections for "Flexibuzz" the new communication tool for parents. The purpose is to inform them of the upcoming elections and to stimulate thinking re standing for election.

13.7 Michael Taia left the meeting at 9pm for family reasons.

13.8 The 2018 ERO Review and the school's assessment processes were discussed– this discussion followed up on the feed back from ERO and covered the measures that have since been put in place, and what else needs to be actioned.

13.9 It is appreciated that the Agenda items now includes a guideline comment as to whether items are 'FYI', 'to be discussed' or 'for a motion'. It was also agreed that as per the notation on the agenda the expectation is for papers to be read. The aim of this is to have more efficient meetings and 'on agenda' discussions. In light of this we will no longer page turn through paper's/reports but rather the submitter would ask for questions or comments on what had been submitted for prereading. Fiona agreed to communicate with the Board on this and other related items.

13.10 MOVED that the Senior Management team's attendance at the October ACEL Conference in Sydney be approved.

(Fiona Barker/Anna Palairt, Carried)

A karakia to close was given by Fiona Barker.

There being no further business the meeting closed at 9.35 pm.

CHAIRPERSON: _____

DATE: _____