



Board of Trustees Meeting Minutes 23 September 2020 at 5:30pm

1. Administration

1.1 Present

Denise Humphries, Rachael Dennis, Greg Hartwell, Joshua Gwilliam, Hanna Woods,

1.2 Apologies

Jodi Edwards

1.3 Declaration of interests – none, form completed

1.4 Correspondence

DATE	SENDER	DETAILS	ACTION REQUIRED BY BOARD OF TRUSTEES
INCOMING			
Unsure	NZSTA	STA News JAN/FEB	Noted & Received
August 2020	Tukutuku Korero – Education Gazette	Volume 99 Issue Number 12	Noted & Received
August 2020	Tukutuku Korero – Education Gazette	Volume 99 Issue Number 13	Noted & Received
Sept 2020	Tukutuku Korero – Education Gazette	Volume 99 Issue Number 14	Noted & Received
Sept 2020	MoE	Teacher Aide Pay Equity	Noted & Received
Sept 16 202	Karen Anderson	Letter	Noted & Received
Sept 2020	Education Services	Governance Report 31 August 2020	Noted & Received
OUTGOING			

1.5 Confirmation of minutes & review agreed action points

Motion: The Minutes of the meeting of 25 August 2020 as read be accepted.

Moved/ seconded: Denise Humphries/Josh Gwilliam

Carried: unanimously

2. Monitoring

2.1 Principal reporting against annual & strategic plan

2.2 Principal reporting on student achievement & NAGS

Motion: The Principal report as distributed be accepted and responded to 2.1 and 2.2.

Moved/ seconded: Hanna Woods/Greg Hartwell

Carried: unanimously

3. Strategic matters

3.1 Strategic issues & self -review as per board work plan

a. Governance Review

Motion: Owen Hoskins from Hoskins Consultancy, Auckland will complete a review of our governance processes.

Moved/ seconded: Hanna Woods/Rachael Dennis

Carried: unanimously

4. Finance & property

4.1 Finance report

Motion: That the August Finance Report provided by Education Services is as accepted as provided.

Moved/ seconded:

Carried: unanimously

4.2 Property report

Work has started on the planning for the fit-out of the old room one, where Neil (our consultant) is working on the details of the re-fresh so that we can get it priced and procurement documents can be sorted so that we can get the contractors in and have it all finished for the start of Term 1-2021.

The painting of the courts and the car park has been finished.

The pool is in progress and weather dependent should be finished by mid-November by the latest. Waiting on the procurement documents so that we can start the outdoor classroom roof project. It is hoped to have these completed soon so that we can receive our funding drop and press the green light on the build.

Our 10YPP consultant allocation has been put back by the MOE until next month, but I have been in communication with Christie and she will let me know as soon as this allocation has been made and then come out to the school to look over some of the immediate needs that we have.

Christie Uffendel MOE has been regularly updated on the growth that the school is experiencing and are forecasting at her request, as this keeps the ministry informed and better prepared to assist with our needs.

Christie has agreed that we can spend the outstanding 5YA funding for the development of old room one. This equates to approximately \$32,000.00 but I have requested that Christie confirm this figure according to the MOE records (just to be on the safe side).

5. Health & Safety & Wellbeing

5.1 H & S report

Health and safety and hazards continue to be monitored by school management and reported to the BoT with how they are to be rectified.

6. Identify agenda items for next meeting

7. Meeting closure

7.1 Evaluation of meeting – nil

7.2 Date & time for next meeting

Tuesday 27 October at 5:30pm

Meeting closed at 7:30pm

In-Committee Meeting Followed

*28 27/10/2020
R Dennis
BoT Chairperson*