



Patoka School

through our school we are one

AGENDA –PATOKA SCHOOL BOARD OF TRUSTEES TUESDAY 4 DECEMBER 2018

Meeting administration

1. Present
2. Apologies
3. Quorum confirmed
4. Declaration of conflicts of interest
5. Correspondence

Board processes

1. Motion to accept previous meeting minutes reviewed and accepted
2. Discussion of action plan
3. Ratify appointment of Hayden Kennedy as principal 2019
4. Auditor visit report back (Kerryn Stockwell from PWC)
5. 2019 IT company contract decision

Strategic review

1. Review of draft 2019 charter goals and layout
2. AOV (Analysis of Variance) 2019 draft

Board/Principal

1. Principal report
2. End of year data summary
3. Final day organization
4. Prize giving organization
5. Principal handover

Finance

1. Motion to accept past month spending and bank statements October/November 2018
2. Budget 2019 draft presented
3. Asset register/ depreciation schedule update

Property

1. Cyclical maintenance plan review
2. Working Bee

Monitor and review

1. Teacher appraisal report
2. End of year assessment points

Any other business

1. Farewell gift procedure
2. Kapahaka tutor koha -Paul to speak to this

In committee

1. Principal appraisal summary sign off

Next meeting 2019:

1. School house rental