

MINUTES OF THE PATOKA SCHOOL BOARD OF TRUSTEES MEETING HELD AT PATOKA SCHOOL ON 06/03/2018 @ 5:30pm

PRESENT

BOT Members Present: Paul Grundy Chairman, Rachel Huggins, Anna Dinneen, Sally Newall, Yvonne Hopewell, Caroline Slone Secretary

Also Present: Paul Howison MOE, Lynne Maguire MOE, Billie Herries, Lieke Willems

APOLOGIES: Julianne Carpenter, Matt Gibson

WELCOME

Paul welcomed everyone

QUORUM CONFIRMED

CONFLICT OF INTEREST

There are no new conflicts of interest to declare

CORRESPONDENCE

Education Gazette

2018 NZSTA Resource Annual

Tuketuku Korero

S.T.A.news

Letter of Resignation from Krystal Norman

Letter from Billie Herries

Letter from NZSTA

ANZ bank Audit Certificate Report

Central East Area Council Primary Principals Paid Union meeting

MOTIONS

1. Motion to accept previous meeting minutes, reviewed and accepted.

Rachel/Sally CARRIED

1. Motion to accept past months spending and bank statements

Rachel/Anna CARRIED

Paul granted Billie Herries speaking rights.

She spoke about the letter she has sent to the board requesting a meeting to consult how the Board will spend its reserves

Paul is to respond to her letter within 5 working days

A Board representation 2- 3 members and someone invited from MOE to discuss with parent community how the Board is going to spend Invested reserves.

IN-COMMITTEE

“That, under section 48 (1) of the Local Government Information and Meetings Act 1987, to protect personal privacy, the public be excluded from this meeting from this point in the proceedings

6:pm

The general subject for each matter to be discussed is: Support to the Board from MOE

Moved Paul

“That the Board moved back into “open session” at 6:58 pm

Moved: Paul

GENERAL BUSINESS

1. BOT Charter 2018. Draft Charter was shared by Rachel. Strategic long-term goals and actions were discussed and reviewed. Building and maintaining positive relationships added as a 4th strategic goal. Rachel will amend, distribute to members and MOE adviser.
2. Code of Behaviour (NZSTA model) was agreed, this will be circulated signed by all Board members at next board meeting.
3. Finance: Anna outlined progress towards completion of Annual Report. Agreed we add annual review of funding of additional teacher time to the charter.
4. Principal Report: Tabled and discussed
5. Calendar of work. Paul put forward an example of a BOT annual calendar. Paul and Rachel to sit down and get a working Calendar of Work to present for the Board by next meeting.
6. EAP (Employee Assistance Programme: Paul outlined the programme, which will be offered to all staff. Paul is to join the school’s staff meeting to explain EAP and what they can access.
7. Election of Staff representative: Margaret Evens to speak to staff at a time yet to be advised.

IN-COMMITTEE

“That, under section 48 (1) of the Local Government Information and Meetings Act 1987, to protect personal privacy, the public be excluded from this meeting from this point in the proceedings

8:10pm

The general subject for each matter to be discussed is: Legal advice sought

Moved: Paul

“That the Board moved back into “open session” at 8:20 pm

Moved: Paul

AOB

Exit interviews to be discussed at next meeting. These have been facilitated by Brad Gay, Educational Consultant.

SPECIAL MEETING: Wednesday 14 March 2018 @ 6:00pm

NEXT MEETING: Wednesday 11 April 2018 @ 5:30pm

MEETING CLOSED: 8:20 pm