

MINUTES OF THE PATOKA SCHOOL BOARD OF TRUSTEES MEETING HELD AT PATOKA SCHOOL ON 07/08/2018 @ 5:30pm

Meeting administration

1. Present - Paul Grundy Chairman, Rachel Huggins, Anna Dinneen, Julianne Carpenter, Madelene Field, Matt Gibson, Sally Newall
2. Tony Lendrum. Mediator engaged by BoT as per MoE directive.
3. Jane Waldie-Smith as secretary
4. Apologies -None
5. Quorum confirmed.
6. Declaration of conflicts of interest – no new declaration
7. Correspondence – Jane Waldie-Smith, resignation

Board processes

1. Motion to accept previous meetings minutes reviewed and accepted
Motion moved Anna/Matt carried
2. Discussion of succession planning BoT membership
Paul Grundy has indicated that he is happy to continue through to elections if the Board agrees. The general thinking is that this would be agreeable to the school and wider community
3. Ratify school closure on 15th August due to NZEI strike action
Motion moved Paul Grundy/Anna Dinneen carried

Strategic review

1. Calendar of work
 - a. Update Principal appraisal next meeting
 - b. Community meeting discussion. This be the only community meeting.
 - c. Move Strategic goal 3 review until September. This is unanimously agreed upon and the Calendar of work will be amended to show this.

In committee meeting

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

- a. To plan the Community Meeting
- b. Decide the best form to notify the Community of the time and place of the meeting

Moved: Paul Grundy, Chairperson

The Board moved back into “open session” at 7PM.

Moved: Paul Grundy, Chairperson

Board/Principal

1. Principal report
 - a. *Front page amended – new copy issued*
 - b. MS upgrade value adjusted due to GST now \$13000.
 - c. July Installment bank staffing debt has been taken of July installment, so installment is lower than expected. Reserves will be used.
 - d. Anna suggest invested reserves kept at \$45000 (35% of operational funding)

Finance

1. Motion to accept past month spending and bank statements June 2018
Motion moved Rachel Huggins/Sally Newall carried
2. Delegate authority for Madelene to sign off Orac IT invoices.
No. Black and white “one upping” to avoid conflict of interest. Anyone from the Board except Madelene.
3. Auditor engagement for 2018 – 2020. Unanimous agreement to continue
Motion moved Anna Dinneen/ Paul Grundy seconded

Monitor and review

1. Numeracy Report
 - a. Discussion focused on applying funds to Numeracy resources, as many resources currently in use are the personal property of staff.
 - b. To be purchased over the next term.
2. Mid – Year Finance report

3. Finance Sub-Committee minutes
 - a. Discussion focused on 0.4 teacher budget and the options connected with the decision making process

Property

1. Lawnmower Quotes. Quotes passed on to Matt Gibson for consideration as Property Officer.

Any other business

No

NEXT MEETING: 11th September 2018 @ 5:30pm

MEETING CLOSED: 7.23 pm