



Board of Trustees Meeting, Monday 18 June 2018
Meeting Opened 6.37pm

Present: Adele Loveridge, Gaylene Murdoch, Scott Penney, Emma Burn, Sarah Hynds, Darlene Clark

Apologies: Carla Cook

Visitors:

Agenda Items	Discussion Points	Actions to be Taken
1. Administration		
1.1 Present	As Above	
1.2 Apologies	As Above	
1.3 Declaration of Interests	-	
1.4 Confirmation of minutes	Moved: SP Second: GM All in favor	
1.5 Matters Arising: See Action Plan	Hautu Review - DC: DC will coordinate with GG, MF, KP, JG	
1.6 Correspondence	As listed Hall Status Update: Ownership confirmed by Anthea Morrel MoE Infrastructure Manager as 90% Karakaka School and 10% MoE Email from Will Blaskche MoE Property	

	<p>Adviser - no urgent remedial works required but recommends an engineer investigates the purlins and cladding in roof overhangs and eaves but this is not significantly concerning and considered non urgent - it has been referred to MoE Engineering and Structural Team in Wellington. A maintenance plan for the hall to be discussed further.</p> <p>Due to work and personal reasons, board chair AL has tendered her resignation to the board. We thank Adele for her hard work, dedication to our school and support of her fellow board members. As a result a new chairperson needs to be elected.</p> <p>SH calls for nominations Nomination: SP (EB) -accepted Seconded: GM All in favor</p> <p>BoT chair (SP) calls for nominations for Deputy chair: Nomination: EB (GM)- accepted Seconded:DC All in favor</p> <p>Due to a casual vacancy occurring the BoT discussed options available as per section 105 of the Education Act 1989:</p> <ol style="list-style-type: none"> 1. By-election 2. Selection <p>Letter from CC requesting BoT support for her application to the MoE for a teachers sabbatical to engage in professional learning, reflection and rejuvenation - 10 weeks in 2019. Discussed. Unanimous decision - BoT supports Carla to pursue her application for a Teacher's Sabbatical in term 3 2019.</p>	<p>SP will investigate the best way to move forward with a maintenance plan.</p> <p>Motion: SH Due to the relatively short time frame between now and when the new BoT elections are due to occur, the BoT has resolved to fill the casual vacancy by: Selection Seconded: DC All in favor</p>
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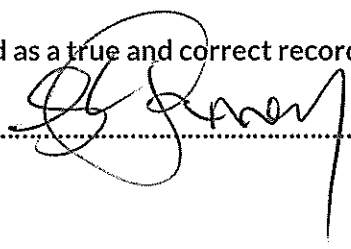
	<p>him tomorrow.</p> <p>The BoT authorises Watershed to proceed with the 10YPP/5YA plan and to lodge the 10YPP with MoE.</p> <p>Demolition of the old library is confirmed for July holidays . PDS is the contractor.</p> <p>The asbestos management plan has been completed and a hard, as well as e-copy, have been received.</p>	
3.2 Schoolhouse report	Nothing to report	
3.3 Finance report	Audited reports are complete for 2017 year.	
3.4 Principal's report	<p>Priorities 2019 - staffing - discussion had that priority is people not things and the BoT would be willing to invest in people should the operations grant allow for it.</p> <p>School Staff Appreciation Day - BoT will support this again this year.</p> <p>Community Survey results shared.</p>	
3.5 Health & Safety	<p>The hazard register remains available for all staff and visitors to our school to record any hazards they identify. This is reviewed each school day by the caretaker. All visitors are required to sign in and information regarding health and safety and evacuation/lockdown procedures are available for visitors to take with them. Special health and safety cards for contractors are also given to contractors such as electricians and plumbers on their arrival.</p>	
<p>4. <u>Publicly Excluded Business</u></p> <p>4.1 Commercial Sensitivity (if required)</p> <p>4.2 Personnel (if required)</p>	<p><u>Into Committee: 7.55pm</u></p> <p><u>Out of Committee: 8.32pm</u></p>	<p><u>Motion AL</u></p> <p>Motion that the public be excluded for Agenda Items of personnel and commercial sensitivity in accordance with section 48 of the Local Government Official Information and Meeting Act. The reason being to discuss a matter of</p>

		personnel and commercial sensitivity. All in favour
5. <u>Meeting Closure</u> 5.1 next meeting		

Meeting Closed: 8.32pm

Next Meeting: Monday, 31 July 5pm

Certified as a true and correct record:

Signed:  Dated: 31.7.18