

**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD ON WEDNESDAY 24th OCTOBER 2018 AT 6.00PM**

ADMINISTRATION

Welcome

Shaun welcomed everyone to the meeting and led them in Karakia.

Present

Steve Wadsworth (Principal), Shaun Neeley (Chair), Darnelle Darlison (Staff Rep), Janet Anderson, Ashlee Keith, Simon Ellis & Tony Meechang (Parent Reps).

In Attendance

Apologies

Jacalyn Reid (Minute Secretary)
Shaun moved to accept apology

Seconded - Tony

Declaration of Interests

Noted as they arise.

MONITORING & REVIEW

Maths Intervention

Shaun welcomed Vicki Collett who presented report on Maths Intervention Programme.

- Vicki presented a summary of the programme and improvements that could be made.
- 15 of the 17 students had done very well.
- Student and parent feedback was positive as per statements received.

Principal Report

Previously circulated and taken as read. The following points were highlighted;

- Steve presented some graphics from Craig Burdon, School Branding Matters, about learner's muscles. All teachers will use these as part of our school wide inquiry.
- Preview given of 'Big, Medium, Small Problems' Posters and also Winton Way Playground rap. What would RERE do?
- Results of Health and PE Community Survey were shared with the board.
- Upcoming Sexual Education Information Evening discussed.
- Lockdown drill scheduled for Thursday 25th October during morning tea. First time students have experienced this drill during break time. All students are to go into 'A' block, blinds drawn and lights off. May need to re-write this procedure - will look into it.
- As a board it was voted that non-union members are to have CRT and that they remain at school.
- Board discussed and voted on Out of Zone Places for 2019. Voted 4-2 against opening up to out of zone enrolments. There will be no Out-of-Zone enrolments for 2019.

Steve moved to accept Principal Report

Seconded - Shaun

Finance Report

Previously circulated and taken as read.

- Technology Hard Materials over yearly budget. Steve is due to meet with the teacher involved and will discuss budget figures with him.
- 2019 budget presented. Tier 2 PB4L payment due to be received next year. Decision to retain budgeted figure for teacher aide salary. Will adopt at next meeting once everyone had chance to go over it in more depth.

Janet moved that financial report be accepted

Seconded - Shaun

Property Report

Previously circulated and taken as read.

- Scooter Parks - PTA to fund new scooter stands.
- Plumbing repairs to toilets by Room 8 are to be fixed ASAP. Sherlock Homes Ltd to be invoiced for costs involved.

Simon moved to accept Property Report

Seconded - Tony

PB4L Summary	Previously circulated and read. Steve gave update on figures/incidents during Weeks 6-10 of Term 3.
Pastoral Care	<p>The meeting then went In Committee at 7.40pm Was moved that the public be excluded from the following part of the proceedings of this meeting.</p> <p>Moved - Shaun Seconded - Tony</p> <p>This resolution is made in reliance on Section 48(1)(a) of the Local Government Official information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act of Section 6 or Section 7 or Section 9 of the Official Information Act 1983, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows;</p> <p><i>Individual student matters were discussed.</i></p> <p>Moved that meeting come out of Committee at 7.55pm.</p> <p>Moved - Steve Seconded - Shaun</p>
Policy Review	Curriculum Delivery; Theft & Fraud; Personnel; Classroom Release Time; Governance Policies (2,3,4&5) tabled, reviewed and adopted.
Self Audit Checklist	Personnel Checklist tabled, reviewed and completed.
HEALTH & SAFETY	Steve presented report. No serious incidents - 3 major incidents, 1 where parent required to be contacted.
DISCUSSION	Previously circulated and read.
Charter Check	Reviewed Curriculum and Student Achievement - NAG 1 SA 3&4 and NAG 3.
Correspondence	<p>ADMINISTRATION</p> <p>Previously circulated and taken as read. Inward correspondence be accepted and outward correspondence approved.</p> <p>Moved - Shaun Seconded - Tony</p>
Confirmation of Previous Minutes	<p>Minutes of previous Board meeting which were previously circulated, be signed as a true and accurate record.</p> <p>Moved - Shaun Seconded - Janet</p>
MEETING CLOSURE	14 November 2018 at 5pm
Meeting Closed	Meeting closed at 8.30pm

Signed as a true and correct record

..... Chairperson