**LAKE ROTOITI BOARD OF TRUSTEES MEETING**

**TUESDAY 26TH June 2017**

**Present**

Mike Allen, Rachel Allright, Phil Crawford, Dominique McCrostie, Anna King, Ian Thorneycroft

**Apologies**

N/A

**Matters Arising**School bus training – Rachel to email Giles to follow up on contact via Waimea Contractors  
TSL Licence – Dominique has sent in the application form, it takes approximately 8 weeks to process

Alastair re: current TSL - Alastair has been notified  
Annual review of hazard management plan – Mike to make minor change otherwise plan is accurate. Also needs to be added to the annual work plan -> Mike to action

Confirmation of minutes -> RA moves the minutes were correct, AK seconds

**Reports**  
School bus windscreen has been replaced but the process the rearview mirror was broken, waiting for new one to come from Singapore.  
Swimming pool – Dave wants decisions around pool liner, Mike to give him Phil’s number for decisions to be made. Request to remove shed soon – Fran has expressed interest. -> Phil to follow up.  
John Crone – talked to small rural schools and hearing complaints that the big city schools are getting things at large expense. He took figures to ministry, ministry had a positive response and are looking at diverting the cost of one whole large school to small rural schools in NZ. Suggests a meeting with Graham Street would be valuable as there is a possibility to put the electricity onto one meter using 5ya funds. -> Mike to have a conversation with Graham to determine a plan  
Water pump – Caretakers’ have advised there is water all over the floor in pump room and pump is virtually on it’s last legs and parts are no longer available. -> Phil to get pump man to come and have a look and get some advice. Also to look at blocked drain.  
Entrance fence – looking great, consensus is to put a galvanised chain across the driveway entrance.

**Monitoring**

Finance – Tracy away so no financials to go over. Roll over to next meeting.  
  
Property – School house is looking great, furniture and washing machine are in. Action: set up a rental plan with procedure and policies taking into account requirements as landlords with the new guidelines. -> Anna to start drafting something up  
Karen has been requested to take a look at the heat pumps, one with broken covers and other with potential full drain.  
  
Health and Safety – No issues arising

**Discussions**  
School bus – camera is in place and working, Rachel investigated reporting incident and discovered we can report incidents online but police don’t want footage unless there is an actual accident and a report would then need to be filed in at the police station. Phil to get an emergency beacon for the bus, Mike to put a list of phone numbers in the bus for emergencies.  
  
ERO Content meeting – Phil gave summary of meeting, ERO looking towards equity and how schools exhibit equality. ERO want us to be able to show we are getting good value for money and how the programs we have are making a difference. ERO looking at achievement data and be able to show trends and how year on year we are making improvements.  
  
Container Purchase – School bought container for storage for $1,000. AK would like it moved or will buy it back. Board consensus for AK to buy back container. Moving forward we need to organise an organising party to sort through all the stuff school has in storage.  
  
Playgroup update – Hall committee are keen to see a link between the playgroup and the school as it does have future benefits for the school. However, school doesn’t have facilities to host playgroup at the school. Agreement that once the senior classroom has been renovated that we will make space for messy play etc in the old senior classroom. Board is in agreeance.   
  
Use of Community Hall – Board has agreed to pay $100 per year for the use of the hall.  
  
Staff board member leave of absence – Nicky Crawford took a 5 month leave of absence from the board and has recently written to inform the board she would like to come back earlier. DM to inform Nicky Crawford when the next board meeting is so she can rejoin.  
  
Power supply to pool – Covered in principal reports  
  
Prinicipal appointment – Application pack is virtually ready, Dominique to follow up with email address, Anna to put ad on edgazette Tuesday 27 June Afternoon, Photos to be sent to Phil.  
  
Correspondence received -   
  
Whispy – want to tap into unused schools fibre optic cable to assist providing faster internet to surrounding areas. Board needs more information about who owns the cables, evidence it’s being done elsewhere, Ministry is ok with it, zero negative effect to the school. Onus is on Whispy to provide us with this research. -> Ian to go back and request details

**Next Meeting Date: 3pm, 1 August 2017**