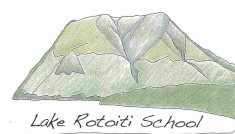


Board of Trustees minutes

28 November 2017



Present: DM RA MA NC MJ WM SF	
Apologies:	
Declaration of interest:	
Motion: That the above items be accepted.	
Moved: _____ Seconded: _____ Carried:	
Agenda items:	

Discussions and decisions:	Personnel
<p>Matters Arising:</p> <p><u>Board structure comm-</u></p> <p>Anna resignation received. Thanks to her JW wont consider being co-opted Bi-election or co-option for new member. MA moved that we have another bi-election to fill the vacant trustee seat. Property portfolio to be transferred to WM. DM nominated MA seconded. Board members to have an individual email address to use for board communication. MA suggested using google docs to centralise board information. Trustee training- DM to investigate for 2018 Staff rep- election to be done next year Board reps to do policy, HS (Argest reports to be done monthly). WM happy to take on HS portfolio. Policy review to be taken on by RA and MJ.</p> <p>School docs-</p> <p>Sign Lang continuation- now \$ in 2018 budget. MMC move to continue. MA seconded. This needs communicated to parent community.</p> <p>Policy review – School Docs</p>	

Sign Lang Cont Pool Vacuum Cleaner	
Motion: That the previous minutes be accepted as true and correct (with alterations as above) Moved: : RA Seconded: MA Carried:	
Reports	
Principal's report: Received. Moved RA seconded DMc Conference report received. Mike went to opening. Caretaker vacancy: two applications received. MA moved the property person (WM) and Dmc approach the two applicants to discuss with each. Appoint from there. Seconded Dm Staff contracts: complete. NC appraisal to be completed with MA before year end.	
Motion: That the Principal's report be accepted. Moved: MA Seconded: Dm Carried:	
Finance report: Received. MA to contact TDC re reactivating notional lease fund for pool <u>Budget 2018</u> Draft received.	
Motion: That the Finance report be accepted. Moved: Dm Seconded: MA Carried:	
Property report: Swimming pool update: WM moved that a Swimming pool committee is established. To include principal, WM, Karen. Seconded MA. Training for water levels , treatment, filters, heat pump will be organised with Aquaflow Pool cleaner (robotic)- RA has moved a cleaner be purchased. Seconded; MA Temporary toilet- WM to investigate price to have a portaloos onsite Gazebo/shaded area- WM to organise a working bee to create a gazebo covered with shade cloth. Grass/top soil quality poor- G street has been contacted by MA today re concerns about poor finish. School house: WM has been given go ahead to do remedial prep work on roof as previously minuted. Pump shed: tenders for replacement close next week. Build a whole new one next to tank with new plant in it with a generator that can be manually turned on in event of power cut. Existing tower will be demolished.	

<p>Rubbish (slash pile) removal: to be removed in new year. Caretaker shed: full of 'trash'. Working bee to be organised to tidy it up (sausage sizzle, swim afterwards)</p>	
<p>Motion: That the Property report be accepted. Moved: _____ Seconded: _____ Carried: _____</p>	
<p>Health and Safety report: Review of equipment and PPE for school caretaker: WM to carry out a HS audit (after appointment of new caretaker) re caretaker safety equipment. Lawn mower has been serviced.</p>	
<p>Motion: That the Health and Safety report be accepted. Moved: _____ Seconded: _____ Carried: _____</p>	
<p>General business:</p>	
<p><u>Class sizes 2018: 18 senior 7/8 junior peak at 28</u> Teacher aides- hours will stay the same for next year. The board agrees having a TA is valuable for our school.</p>	
<p>Public excluded: Motion: That the public be excluded from the following part(s) of the proceedings of this meeting namely agenda item _____. The grounds are that the matter is one of personnel and the reason is to protect the privacy of the individual(s). This motion is proposed to comply with Sec 48 of the LGOI & M Act 1987 and the special requirements when moving to exclude the public. Moved: _____ Seconded: _____ Carried: _____ The meeting resumed in public at _____ pm.</p>	
<p>Agenda items for the next meeting:</p>	
<p>Meeting closure: Time 7:30pm Next meeting on _____ Wed 7th Feb _____ at _____ 3:15pm _____ Further agenda items will be called the Friday prior to the next meeting.</p>	