

LAKE ROTOITI BOARD OF TRUSTEES MEETING
THURSDAY 24TH March 2016

Present

Giles Panting, Phil Crawford, Nicky Crawford, Rachel Allright, Dominique McCrostie, Alastair Nicholls, Nik Joice

Apologies

Anna King, Pat Gelling

Clayton Wiki joined the meeting as an observer.

Election of Officers

Phil handed the meeting over to AN (in the absence of Tracy and as he is standing down at the next election) who asked for nominations for the post of Chair – GP forwarded and NJ seconded Phil Crawford as Chair. There were no other nominations. Carried.

Finance – NC nominated DMc, NJ seconded. No other nominations. Carried.

Property – NC nominated Anna King (already asked before the meeting), seconded RA. No other nominations. Carried .

Matters Arising

Lock Down procedure

Carry over to next meeting.

Action - GP

The minutes of the last meeting were proposed as accurate by AN and and seconded by NC.

Principals Report

As attached.

Discussion on self-review items (PC commented that it was good to see the comments from the children regarding the Y7/8 Tramp). There was discussion surrounding the Golden Bay Camp in February – staff feedback is that a daily Parent Helper Briefing would be useful so that everyone knows what the plan is for the day and also that a menu plan would be useful to have on display in the kitchen so that parents know what has been planned. All agreed that this would be useful in future.

Finance

DMcC had met with GP to go through the financial statements for Jan/Feb and asked that the Financial Statements for January and Feb (previously circulated to BoT members) be accepted as accurate by the Board. Moved DMcC, seconded GP, carried. AN pointed out that we have not formally approved the financial statements for December 2015.

Action – GP/DMcC

Property

AK/GP to discuss some items from the Property Programme (Eg – removal of see-saw). there was general discussion around the rationale behind the plan and how works have been priorities. GP proposed that the Board accept and adopt the 10 Year Plan, seconded AN, all in favour. Graeme Street will be asked to forward the approved draft to the Ministry for approval and he will then come into school to discuss the Senior Class.

Action – GP/AK

Any Other Business

Returning Officer – PC reminded the Board that the Board Elections will be held end of May/early June and that we need to appoint a Returning Officer. All agreed that Ingrid McConochie will be asked to act again on our behalf (we drew up a list of other potential candidates if Ingrid is not able to take up this commitment). There was general discussion on the process of electing the new board.

Action - PC

Charter – general discussion on the Charter – including several points that need to be amended. Also discussed was the need for considerable BoT time needed on Health and Safety legislative requirements during 2016 – this is not reflected explicitly in the current Annual Plan. BoT members had had the Charter previously circulated so the rationale behind the achievement targets was discussed (including how staff keep track of target children and how those children are identified).

Action - GP

Meeting closed at 8.19pm.

Next Meeting – Thursday 5th May, 7.00pm