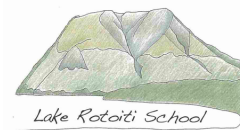


Board of Trustees minutes

1 December 2020



Present: Mike, Megan, Alison, Vanessa, Aimee and guest Shelly Wylie - Education Review Office (ERO) Minutes: Sjaan	
Apologies: Paul and Alistair	
Declaration of interest:	
Motion: That the above items be accepted. N/A Moved: Alison Seconded: Mike Carried: All	
Agenda items: <ul style="list-style-type: none"> • Shed quotes • Health report • Attendance report • Correspondence: an updated guide for teachers, leaders and trustees "Relationships & Sexuality Ed. Years 0-8" 	
Minutes of previous meeting confirmed/or with alteration: Motion: That the previous minutes be accepted as true and correct. Moved: Mike Seconded: Alison Carried: All	

Discussions and decisions:	Personnel
Matters Arising from previous minutes (to include and not limited to) <ul style="list-style-type: none"> • No longer need to go through the redeployment process as we have confirmation of two FTTE in 2021 as a result of the review process. 	
Reports	
Principal's report: <ul style="list-style-type: none"> • Principal's report was presented. <p>Mike will contact Alistair to have the lawn mower stored at Alistair's when the shed is demolished.</p> <p>Megan will write a letter of thanks to Lesley for grant from Sport Tasman.</p>	Mike Megan
Travers Valley senior class tramp RAMs <ul style="list-style-type: none"> • Will review an alternative plan to the homestead if the weather is bad. 	

<p>Fobholder agreement for swimming pool</p> <ul style="list-style-type: none"> • Raised an option to sell the lodge and hotels a corporate rate for guests \$5 per person. They would then transfer total usage to the school. <p>Motion: Mike will approach the lodge and hotels Moved: Mike Seconded: Megan Carried: All</p> <ul style="list-style-type: none"> • Mike presented a change to the user agreement. • Mike will place the document on SchoolDocs. • Mike assured the board the school has been open the correct number of half days less those mandated by the MOE for COVID19. <p>Correspondence received: ERO letter</p> <ul style="list-style-type: none"> • In Principal's report. 	<p>Mike</p> <p>Mike</p>
<p>Motion: That the Principal's report be accepted. Moved: Megan Seconded: Vanessa Carried: All</p>	
<p>Strategic Plan Review:</p> <ul style="list-style-type: none"> • Change increased community involvement to sustainable community involvement. • Question around percentages - change reading, writing and maths to 'challenge all students, particularly those below to accelerate their learning'. • Remove the DMiC learning. • Focus on the maths program. • Mike will present changes in February before it is presented in March 2021. 	
<p>Staff report:</p> <ul style="list-style-type: none"> • Alison presented the staff report. 	
<p>Property report:</p> <ul style="list-style-type: none"> • Swimming pool committee (formalising) – 5 people maintaining the pool. • STEAM classroom tender/quotes update. • School water supply? Is it tested? – Yes. • Library plan/ideas re: asbestos cladding, paint/repairs – Glue batons to asbestos and paint as this will be sealed to meet requirements. Paint and repairs will be done in 2021. 	

<p>Finance report</p> <p>October 2020 financial report presented by Megan.</p> <p>Megan moved that we accept the October financial report. Alison seconded.</p> <ul style="list-style-type: none"> • October 2020 • November 2020 • Auditor 2021 approval <ul style="list-style-type: none"> - preaudit carried out and impressed with how finances have been done - approve use of BDO as auditors • Transfer of financial portfolio – revisit in February. • “Earmarked funds” bank account – create a bank account ie painting. The Board moved that Dominique can open an account. • Accountant used by school for end of year financials 2020 – appoint a different accountant as suggested by Auditor. He has suggested two different accountants. Mike moved Alison seconded. 	
<p>School Bus report:</p> <ul style="list-style-type: none"> • Reported. 	
<p>Health and Safety report:</p> <ul style="list-style-type: none"> • Refer to Principal’s report. 	
<p>General business:</p>	
<ul style="list-style-type: none"> • Gifts for staff. All agreed to a voucher to the value of \$30 at a local establishment for staff. Vanessa will organise with Dominique. 	Vanessa
<p>Correspondence:</p>	
<p>Received/outgoing</p> <ul style="list-style-type: none"> • Nil. 	
<p>Policy Review</p> <ul style="list-style-type: none"> • Term 4 completed at last meeting • Procedure for policies requiring “assurance” (SchoolDocs) 	
<p>Meeting closure: Time 9pm Next meeting on: Tuesday 16 February 2021 at 7pm Further agenda items will be called the week prior to the next meeting.</p>	