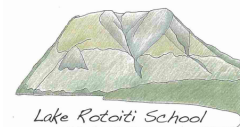


# Board of Trustees minutes

16 February 2021



Present: Mike, Megan, Alison, Aimee, Paul and Alistair Minutes: Sjaan	
Apologies: Vanessa	
Declaration of interest:	
Motion: That the above items be accepted. N/A Moved: Alison                      Seconded: Mike                      Carried: All	
<p><b>Agenda items:</b></p> <ul style="list-style-type: none"> <li>Board Chairperson appointment. Alistair stood down as Chair Mike Chaired the meeting and asked for nominations and voted for Alistair and it was unanimous.</li> </ul> <p>Moved: Alison                      Seconded: Paul                      Carried: All</p> <ul style="list-style-type: none"> <li>Treasurer role - Megan will continue for a few months and Aimee will take over in a few months.</li> </ul> <p>Moved: Mike                      Seconded: Paul                      Carried: All</p>	
<p><b>Minutes of previous meeting confirmed/or with alteration:</b></p> <p>Motion: That the previous December minutes be accepted as true and correct.</p> <p>Moved: Alison    Seconded: Paul                      Carried: All</p>	

Discussions and decisions:	Personnel
<p><b>Matters Arising from previous minutes</b> (to include and not limited to)</p> <ul style="list-style-type: none"> <li>Mike approached Travers Sabine, Alpine Lodge and no changes will be made with pool fobs.</li> </ul>	
<p><b>Reports</b></p> <p><b>Principal's report:</b></p> <ul style="list-style-type: none"> <li>Principal's report was presented.</li> </ul> <p>Alison and Mike will prepare a letter for the board to consult with the parents about the Health Education.</p> <p>Alison vacated the meeting for a discussion about the old lawn mower for sale. The lawn mower will be offered to Paul and Alison.</p> <p>Someone is interested in buying the Tuba which Mike donated to the school. It is valued at approximately \$700. It was decided not</p>	Alison and Mike

<p>to sell at this time.</p> <p>The Chromebooks will be disposed of in the community.</p> <p>The trampoline has been repaired.</p> <p>Board agrees to the school year confirmation dates.  Moved: Mike    Seconded: Paul                      Carried: All</p> <p>Appointments process – fixed term positions under 3 terms and below delegation for short term staff appointments to Principal.</p> <p>Moved: Paul    Seconded: Aimee                      Carried: All</p> <p><b>2021 Strategic plan: update:</b></p> <ul style="list-style-type: none"> <li>• In Principal’s report.</li> </ul> <p><b>Year plan half days:</b></p> <ul style="list-style-type: none"> <li>• In Principal’s report.</li> </ul>	Aimee
<p>Motion: That the Principal’s report be accepted.  Moved: Mike    Seconded: Alistair    Carried: All</p>	
<p><b>Board Workplan 2021 review and confirm</b></p> <ul style="list-style-type: none"> <li>• To be done at the next meeting. Megan and Mike will review.</li> </ul>	Megan and Mike
<p><b>Staff report:</b></p> <ul style="list-style-type: none"> <li>• Alison presented the staff report.</li> </ul>	
<p><b>Property report:</b></p> <ul style="list-style-type: none"> <li>• Mike commended Paul on the work in the school house.</li> <li>• Paul will work with Robbie on painting tasks.</li> </ul>	
<p><b>Finance report:</b></p> <ul style="list-style-type: none"> <li>• December 2020 &amp; January 2021 financial report was approved Megan moved. Mike seconded.</li> <li>• Change of power company recommendation (from Trust to Meridian). Megan moved. Mike seconded.</li> <li>• Accountant used by school for end of year financials 2020. Megan has been given permission from the board to proceed with the recommendation Accounting for Schools.</li> <li>• Budget 2021 confirmation. Megan moved and Alistair seconded.</li> <li>• Transfer of financial portfolio to be reviewed.</li> </ul>	

<p><b>School Bus report:</b></p> <ul style="list-style-type: none"> <li>• Reported. New dates to be put in for COF and WOF expiry dates.</li> <li>• The buses will be reviewed at the next meeting.</li> </ul>	
<p><b>Health and Safety report:</b></p> <ul style="list-style-type: none"> <li>• Refer to Principal's report.</li> </ul>	
<p><b>General business:</b></p> <ul style="list-style-type: none"> <li>• Camp parents. A parent advised that they cannot attend the camp during the day with their child. The board approved on this occasion for this camp that the child can attend as it will be managed by the adequate supervision from teachers and parents.</li> </ul>	
<p><b>Correspondence:</b></p> <p><b>Received/outgoing</b></p> <ul style="list-style-type: none"> <li>• Nil.</li> </ul>	
<p><b>Policy Review</b></p> <ul style="list-style-type: none"> <li>• Term 1 2021 review includes 'Home Learning' and 'Finance &amp; Property Management' policies. We will look at these at the next meeting.</li> </ul>	
<p><b>Meeting closure:</b>  Time 8.14pm  Next meeting on: Tuesday 16 March 2021 at 7pm  Further agenda items will be called the week prior to the next meeting.</p>	