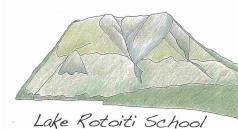


Board of Trustees minutes

06 September 2022



Present: Paul, Simon, Mike, Miriam, Alistair, Lou (secretary)	
Apologies: n/a	
Declaration of interest: n/a	
<p>* Paul nominated Chairperson for BOT Nominated: Simon Seconded: Alistair Carried: all</p> <p>* Intentions to select two new BOT members will be indicated in school newsletter – Frith and Daryl</p> <p>Agenda items:</p> <ol style="list-style-type: none"> 1. Policy Review 2. Drafting of job description 3. Library wall decision 4. Repairs to trampoline 5. Follow up from Nick re Fulton Hogan/reservicing car park - * On hold until we can find the money. 	
<p>Motion: That the previous minutes be accepted as true and correct (with alterations as above)</p> <p>Moved: Paul Seconded: Miriam Carried:5</p>	

Discussions and decisions:	Action by:
<p>Matters Arising (from previous minutes): Drafting of job description – The school has extended the current teacher's (Miriam) contract until the end of 2022. Following this, the BOT will be advertising for a 12 month fixed term contract for the second teacher to start 2023. Legal advice suggested that the BOT advertise for one year, rather than two. An affordability analysis will be drawn up as to what the BOT can afford to pay second teacher which will obviously influence who will be employed by school (more experienced teachers cost more).</p>	
Correspondence	Action by:
<p>Motion: That the inwards correspondence be received and outwards approved. Letter to Minister (Frith and Nick re minimum of two teachers) - response from Hon. Jan Tinetti received – no plan to change staffing entitlements for rural schools.</p> <p>Moved: Paul Seconded: Mike Carried: 5</p>	
Reports	Action by:

Principal's report: 1) Infrared heaters – who is paying – Ministry? They supplied it, they should be paying for it, waiting for confirmation that they are paying. 2) Bug screens – Ministry will be paying for them. 3) Heat pumps – Maybe in the 5 year property plan? 4) Money for STEAM room received. 5) Finance funding notices for 2023 will be received in September so we know how much we have for next year (Simon will lead finance committee) 6) Projection for 2024 needs a motion (pending) 7) Lydia Sula is our new ERO representative who will be in touch with us soon.	
Motion: That the Principal's report be accepted. Moved: Paul Seconded: Simon Carried:5	
Finance report: Fuel bill high and also out of school control – otherwise finance report in good order.	
Motion: That the Finance report be accepted. Moved: Paul Seconded: Miriam Carried:5	
Property report: 1) Library wall decision – Simon received quotes from MITRE10. Will cost up to \$2000 to fix Trampoline repairs (ply collapsing) included in above quote Move to accept quote: Paul Seconded: Mike Carried: 5 2) Changing sheds – still work in progress. Fred agreed to do footing and assist with project. Will start in foreseeable future. 3) Builders on site for STEAM room, starting this week. Potential for money saving with the joinery, excess money could go to sick bay.	Simon
Motion: That the Property report be accepted. Moved: Miriam Seconded: Paul Carried: 5	
Health and Safety report:	
Motion: That the Health and Safety report be accepted. Moved: Seconded: Carried:	
Other General business:	
Staff report - two new students start of next term. Kids going on town trip to museum and skating rink. Dominique to get voucher for Ken for all his help (alpine voucher \$100 and wine)	Dominique

Agenda items for the next meeting: 1) All BOT members to read policy review through school docs.	
Meeting closure: Time: 7.45 Next meeting on 18 th October at 7.p.m. Further agenda items will be called the Thursday prior to the next meeting.	