

MINUTES OF THE MEETING OF THE MERCURY BAY AREA SCHOOL

BOARD OF TRUSTEES

15 September 2011

WELCOME

Meeting opened: 4.03pm

1.1 Public Input:

Welcome:

Present: J Wright, E Kropidlowski (Chair), C Hamilton, H Herbert, R Oram, S Ting,
S Johnston

Apologies: D Darwin, D Lamason

2.1 Declaration of Conflict of Interest:

Smith & Sons – Richard Oram re the tender for “W” Block

2.3 In Committee - 4.04pm

J Wright

CARRIED

That the public is excluded from the following parts of the proceedings of this meeting to discuss staffing matters

E Kropidlowski

CARRIED

That the BoT moved out of Committee – 4.48pm

2.32 Strategic Decisions:

Property 5YA draft document

Motion: That the BoT ratify the updated Property 5YA document

E Kropidlowski / R Oram

CARRIED

2.4 Strategic discussion:

School donation figure for 2012

In the Finance sub-committee the recommendation was that there will be no change in the school donation for 2012 – it will stand at \$80.00 per student per year.

The BoT signed a card for Dave Lamason – relating to the family bereavement

BoT website – the BoT website requires information, e.g. that the monthly minutes and the monthly Board Talk to be loaded onto the website.

2.5 Principal's Report

Tabled

Motion: That the BoT receive the Principal's Report

S Ting / S Johnston

CARRIED

Swimming pool – Lesley M from TCDC – a meeting will be on the week of ERO to review the swimming pool concept- it will include the development of the gym.

Office Restructure – the roles have been separated – office administrator and Principal Assistant. Angela Gabriel has been appointed as part-time office/receptionist for the remainder of the term. This will be reviewed and maybe re-advertised for Term 4, 2011.

ERO – the procedure for the ERO review were discussed. –BoT required on 26 September 2011 at 4.00pm, and 30 September 2011 at 12.30pm –for feedback to BoT

Property:

Tabled report

Motion : That the Property report be received

E Kropidlowski / S Johnston

CARRIED

Sale of the school house:

That the property committee recommend that progressing of the sale of the school house at Nicolas Ave.

Motion: That the BoT recommend progressing the release of a second school house for the development of the school gym

R Oram / S Johnston

CARRIED (6 for / 1 abstention)

Refurbishment of Block W

That Block W refurbishment go out to tender

That the BoT agree for the refurbishment of Block W has gone out to tender as per 5YA property plan

That the scope of Summer Development work as detailed in property report be progressed (\$120,000)

Motion: That the BoT progress the work scope of the Summer Development as detailed in the property report to \$120,000.

J Wright / S Johnston

CARRIED

The Draft plans from Chops Design and Landscape (\$45,000) Part 1

Motion: That the BoT adopt the draft plans from Chops Design and Landscape for \$45,000 (Part 1)

S Ting / R Oram

CARRIED

Term 1, 2012 – part 2 the Primary playgrounds to be investigated

J Wright

Finance: Payments for August 2011

Motion: That the BoT accept the payments report of \$215546 for August 2011 payments.

E Kropidlowski / J Wright

CARRIED

Chair Report

Tabled report

Motion: That the BoT receive the Chair report.

E Kropidlowski / S Ting

CARRIED

Student Welfare Committee: Nothing to report

Re: Student A – conditions – 1 day work experience was not mentioned at Student Welfare Committee meeting – to delete from the conditions.

Student Voice:

Verbal Report

Student are excited re the new gym build

The students have mentioned that the atmosphere and spirit of the school for students and teachers needs to be lifted. Suggested that the students write a letter of encouragement to the teachers and a letter to the editor of the Peninsula Post.

Education Sub-Committee

Trip to Mansfield re Y11 – Y12 mini bike on 17 – 18 October 2011 with Chris Cawley

Motion: That the BoT approve the trip to Mansfield for the Y11 – Y12 mini bike trip on the 17 – 18 October 2011 subject to the correct documentation being submitted.

S Ting / S Johnston

CARRIED

Hillary Challenge for the week of the 19 September 2011.

Motion: That the BoT approve the Hillary Challenge trip for the week of the 19 September 2011 subject to the correct documentation being submitted.

S Ting / R Oram

CARRIED

Policies:

The following policies circulated, taken as read and considered for adoption / ratification

- Theft and Fraud prevention policy NAG 4: Policy 4.1a

Motion: That the BoT adopt the Theft and Fraud prevention policy -

NAG 4: Policy 4.1a

H Herbert / C Hamilton

CARRIED

- Nutrition Policy – NAG 5. Policy 5.1 – for review October meeting – carried forward
- Strategic Plan NAG 2 Policy 2.1

Motion: That the BoT adopt the reporting on Strategic Plan NAG 2 Policy 2.1 Strategic Plan

E Kropidlowski / S Johnston

CARRIED

Late Item:

Lois Craill

Motion: That the Board of Trustees authorise Mrs Lois Craill, the LSM for our school, to interview members of our staff and community regarding an alleged incident involving Staff member A. In the event that Mrs Craill's role as LSM is revoked during the investigation, the Board of Trustees requests that Mrs Craill remain as investigator for and advisor to the Board through to the conclusion of this matter.

E Kropidlowski / J Wright

CARRIED

Catterina Tilby – resignation received

3.1 MINUTES OF THE PREVIOUS MEETING:

Moved: That the Minutes of the previous meeting held on 22 August 2011 having been circulated and taken as a true and correct record.

E Kropidlowski / S Johnston
CARRIED

Addition: That it to be noted a declaration of conflict of interest relating to the motion to acknowledge the senior leadership team relating to mma/mu. 1 abstained.

In/ Outward correspondence

Moved: That the inwards/outwards correspondence be received and the inwards and outwards be approved.

S Ting / S Johnston
CARRIED

Preparation for next meeting:

That the BoT organise a morning tea on Monday 3 October 2011 to say thank you for all their work in Term Three.

Meeting Closed: 5.50pm

NEXT MEETINGS: 27 October 2011 and 24 November 2011

Signed: _____ BOT TRUSTEE CHAIR Date: _____