

**MINUTES OF THE MEETING OF THE MERCURY BAY AREA SCHOOL  
BOARD OF TRUSTEES  
27 October 2011**

**WELCOME**

Meeting opened: 4.03pm

**1.1 Public Input:**

Welcome:

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

Apologies: D Darwin, Herb Herbert

**2.1 Declaration of Conflict of Interest:**

Nll

**2.3 In Committee - 5.07pm**

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 – 5.30pm

**2.32 Strategic Decisions:**

Letter received from MBAS relating to the 2011 Senior School prize giving- requesting a donation of \$600.00 for the academic awards.

Motion: That the BoT approve the payment of \$600.00 to cover the academic awards for the 2011 Senior School prize giving.

E Kropidlowski / S Johnston

CARRIED

## 2.4 Strategic discussion:

Clarification around Whare – this to be discussed in November meeting

Release of school house 33a Sarah Avenue for the second house – this to be discussed in November meeting.

Novopay payroll system

Motion: That John Wright be given Authority for Principal and that Andrea Brown and Robert Schilbi be given Authority for Admin.

D Lamason/ C Hamilton

CARRIED

BoT parent representative elections – 18 November 2011 – update by returning officer – L Christensen.

As of 27 October 2011 we have not received any nominations – these close off on Friday 4 November 2011. Could the board please canvas for nominations.

Meeting for nominees to be organised.

NZAIMS travelling scholarship 2011 Y NZAIMS Research grant 2011 – received for John Wright to use for research

## 2.5 Principal's Report

Tabled

Motion: That the BoT receive the Principal's report

E Kropidlowski / S Ting

CARRIED

Whanau Hui – meeting on 14 November 2011 to discuss and plan for 2012

Property:

Tabled report

Motion : That the Property report be received

E Kropidlowski / S Johnston

CARRIED

## Design of Gym

Motion: That the BoT ratify recommendations by Property Committee that Gisler proceed with working drawings based on the approved developed designs.

S Ting / S Johnston

CARRIED

Notification that the Senior Leadership team will be off site for their 2012 planning day On Monday 14 November 2011.

## Summer development:

- Refurbishment of block U (old music room)
- Re-location of old music room
- Re-location of the Whare
- Refurbishment of Dental Clinic as per Property committee minutes

## Finance: Payments for September 2011

Motion: That the BoT accept the payments report of \$256,385 for September 2011 payments.

E Kropidlowski / S Ting

CARRIED

## Chair report

Tabled report

Motion: That the BoT receive the Chair report

E Kropidlowski

CARRIED

Suggested that an anonymous questionnaire is distributed to the staff every 6 months , on how things are going

Invitation from Lyn at ERO for the BoT to visit. Showing that the BoT is being pro-active and to build our position with ERO and the school

The Board acknowledge the formation of the "Friends of MBAS"

The board to write a letter to the newspaper and in the school newsletter acknowledging the "Friends of MBAS"- Richard Oram to draft

Youth Trust – planning a fundraiser for the Youth Trust – a fun run

Statement to MOE – to let them know that we are moving forward as a school, board and community. Richard Oram to organise.

Student Welfare Committee:

Concerns over one of the student still on Suspension –due to conditions not yet met  
MPH – Student welfare committee may need to re-convene.

S Johnston to follow up with J Wright

Student Voice:

Verbal Report

Change of uniform – a navy blue hoody to be introduced - C Hamilton to discuss with H Herbert

White shirt to a blue shirt – C Hamilton to discuss with H Herbert

Suggested that a survey to the students be actioned relating to the uniform – Friends of MBAS maybe able to instigate this.

Education Sub-Committee

Poor Knights – 6 – 8 December 2011 – Paul Scott in partnership with Dive Zone

Motion: That the BoT approve the Dive trip to Poor Knights on 6 – 8 November 2011 subject to the correct paper work being completed.

R Oram / D Lamason

CARRIED

**Policies:**

Nutrition Policy – NAG 5. Policy 5.1 – for review November meeting – carried forward

### **3.1 MINUTES OF THE PREVIOUS MEETING:**

Moved: That the Minutes of the previous meeting held on 15 September 2011 having been circulated and taken as a true and correct record.

E Kropidlowski / S Ting

CARRIED

In/ Outward correspondence

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

E Kropidlowski / S Johnston  
CARRIED

Meeting Closed: 5.50pm

NEXT MEETINGS: 24 November 2011 and 15 December 2011

Signed: \_\_\_\_\_ BOT TRUSTEE CHAIR Date: \_\_\_\_\_