



# Reporoa Primary School

## Board of Trustees meeting agenda/minutes 23rd March, 7pm Staff Room

Agenda Item:	Minutes:	Time
<b>1. Administration</b>	<b>Karakia</b>  Rapua te huarahi whanui Hei ara whakapiri I nga iwi katoa I runga I te whakaaro kotahi	5 mins
1.1 Present	Richelle McDonald, Kate Bowron, Paul Leslie, and Megan Smith, Kane Polybank, John Guyton, Nikkole Fell	
1.2 Apologies		
1.3 Declaration of interests		
1.4 <i>Motion: Move that the above items be accepted</i>	<b>Motion : Move that the above items be accepted</b> <b>Moved: Richelle</b> <b>Seconded: Kate</b>	
<b>2. Strategic Decisions</b>		
<b>2.1 Delegations</b> review schedule off delegation Suggestion that we role on from last year 2021 Property - Kane, Paul, Nikkole Finance - Kate and Megan Health and Safety - John, Kane, Nikkole Deputy Chair - John Iwi rep - Megan Current appointment process - Kate	<b>Appointment process and Disciplinary roles will be shared roles. Board will require some training around these positions.</b> <b>Motion: Accept delegation schedule</b> <b>Moved: Richelle</b> <b>Carried: Kate</b>	20 mins
<b>3. Monitoring</b>		
<b>3.1 Principal's Report</b> Table as read, cover the following: a) Health and Safety b) Property c) Budget d) Kahui Ako e) MinsCompliance	<b>Motion: Move to accept the Principal's Report including the above items, a, b, c, d and e</b>  <b>Moved: Megan</b> <b>Seconded: Nikkole</b> <b>Carried:</b>	15 mins

<b>4. Strategic discussions</b>		
<b>Building Projects</b> <ul style="list-style-type: none"> <li>• LSC offices</li> <li>• Room % upgrade</li> <li>• Playground</li> <li>• Fence</li> </ul> <b>Bell speakers</b>	<p><b>Motion: That we spend the LSC \$80 000 to upgrade the office space at the end of room 1.</b>  <b>Moved: John</b>  <b>Seconded: Paul</b></p> <p>Currently out for tender.</p> <p><b>Motion: That we accept the slight increase in cost due to building cost increases and fundraise the extra money.</b>  <b>Moved: John</b>  <b>Seconded: Kate</b>  <b>Carried: All</b></p> <p>Currently with the MOE.</p> <p>These have been stolen (google siren boys). Quote accepted today for \$4298.63 to replace and install cages around them so they are not taken again. New security cameras in the process of being installed also. In the meantime we are using the hand bell.</p>	<p>5 mins</p> <p>10 mins</p> <p>10 mins</p>
<b>5. Identify agenda items for next meeting</b>		
<b>Te Reo</b> <b>Principal Appraisal discussion</b> <b>Secretary</b>		2 mins
<b>6. Public Excluded Discussion</b>		
<b>6.1 Staff</b> <b>6.2 Principal appraisal</b> <b>6.3 Mihi BOT response</b>		15 mins
<b>7. Administration</b>		
<b>7.1 Confirmation of minutes</b>	<p><b>Motion: Move to accept the previous minutes as true and accurate.</b></p> <p><b>Moved: Richelle</b>  <b>Seconded: Kate</b></p>	2 mins

7.2 Correspondence	Emailed - LSC, NZSTA training, MOE bulletin	
<b>8. Meeting closure</b>		
8.1 Comments on meeting procedures and outcomes		2 mins
8.2 Preparation for next meeting	11th May 10:30am - walkthrough, 11am staffroom	
BOT Chair Signed:	Date:  <i>Kate Bowron</i> 	