

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees Meeting held on
Monday 24 February 2014
at 7.15p.m.
at Titahi Bay School

PRESENT:

Shelley Cheyne (Chairperson), Kerry Delaney (Principal), Sharon Thompson (Staff Rep) Sarah Campbell, Lynn Lang (Secretary), Carl Jones, Scott Hemsley

APOLOGIES

Gaby Wesley-Smith,

WELCOMES

Shelley welcomed everyone to the meeting.

CONFIRMATION OF MINUTES:

On the motion of Shelley , seconded Sarah, it was resolved that the minutes of the meeting held on Monday 16 December 2013 be taken as read and signed as a true and accurate record of that meeting.

MATTERS ARISING FROM MINUTES:

Nil

CORRESPONDENCE:

- *Effective Teaching booklet from ERO
- *School Trusteeship from ERO
- *Letter about Education Excellence Awards
- *Property modification recommendations for Titahi Bay School

Shelley handed the Chair to Lynn. Lynn called for nominations for Chairperson. Sarah nominated Shelley, seconded Scott. There being no other nominations Shelley accepted the position as Chairperson. Lynn handed the Chair over to Shelley.

FINANCES:

Shelley moved that the November 2013 accounts be passed – seconded Sarah
Carl moved that the draft December 2013 accounts be passed – seconded Shelley
The 2013 end of year SUE report has been signed by Shelley and moved by Shelley – seconded Sarah
The School Annual Account report for 2013 has been signed by Shelley and moved by Shelley – seconded Sarah
Shelley moved that the Banked staffing for 2013 be passed – seconded Sarah
Kerry advised that the Leave liability report 2013 was not available as promised by Novopay
Shelley moved that the 2014 budget be passed – seconded Scott.

*Shelley proposed that approval be given for the Annual Delegation of authorities to Kerry Delaney – seconded Sarah.

*Scott proposed that approval be given for Delegation of power to both the chair and the Principal to sign the Statement of Responsibility for the year-end financial statements – seconded Carl.

*Carl proposed that approval be given for the Finance member of the Board to be delegated authority to review a copy for reasonableness before submission – seconded Shelley

* Confirmation of legislative compliance Kerry moved “To the best of my knowledge, Titahi Bay School is still compliant”

PRINCIPAL'S REPORT

Kerry talked to. The following documentation was passed and is to be sent to the MOE.

- *Kerry moved that the 2014 Charter be accepted – seconded Shelley
- *Kerry moved that the 2014 Strategic Plan be accepted – seconded Sarah
- *Kerry moved that the 2014 Annual Plan be accepted – seconded Scott
- *Kerry moved that the National Standards documentation be accepted – seconded Shelley
- *Kerry moved that the Analysis of variance be accepted – seconded Sarah
- *Kerry moved that the 2012 Nag2A be accepted –seconded Carl

Lynn to contact NZSTA re a local workshop on policies that Kerry and Sarah can attend.

Property: It was agreed that the container for the bikes be placed at the end of Room 16. Security to be connected to the system in place.

Mutukaroa – Kerry advised that this is to be held over until the next meeting as the MOE have yet to give us any more details.

MST 2014 – Deborah tabled and talked to.

Joy Allcock – Funding has taken longer than expected. Our staff have started training.

EVALUATION OF MEETING:

*Congratulations Shelley on your role as Chairperson. Good to see the passion of the children and Deborah with MST. It is so neat to be outside on duty seeing the children out playing this year.

*I love the fact that confidence is being put into the children. Great to see that the children now have a decent play area in which to play.

*Great to see passion out there. Positive feedback on before and after school care – doing good things with our children. A positive move 100% worth the effort. Everything is now in with the Ministry and all signed off.

*Love this school. Really excited about Kidscan, playground, the environment – thank you.

*Love the positive feel we have had tonight and every day.

*I love the BOT folder. This meeting has been the most positive BOT meeting I have been to.

MEETING CLOSED AT 8.40pm

MINUTES READ AND CONFIRMED

Chairperson..... Date.....