

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees meeting held on
Monday 19th February 2018
At Titahi Bay School

ADMINISTRATION

1.1 Present

Sarah Campbell, Jodene Gooch (Minute Secretary), Scott Hemsley, Sharon Thompson (Staff rep), Lynette Renouf, Ria Tomoana, Gaby Wesley Smith , Kerry Delaney.

1.2 Apologies

1.3 Declaration of interests

Sarah Campbell is now teaching at Titahi Bay Intermediate

1.4 Welcomes

Sarah welcomed Chris Wells and Kaitlyn Hawkins MOE to the meeting

2. STRATEGIC DISCUSSIONS/ PROPERTY - Did this part first so Chris and Kaitlyn could leave.

2.1 Chris and Kaitlyn explained how the overspend on the refurbishment of Room 12 and 13 works and what we need to do with our next 5YA money. A meeting is set up with Lee Ashby, MOE and Kerry and Scott on 19 to put a plan together for the rest of the block. We will set up our Hazard register and ensure that any contractor on site knows all about our school.

Sarah thanked the MOE for coming to the meeting and explaining the process from now.

APPOINTMENT OF NEW CHAIR

Gaby moved that Sarah Campbell be the Chair for 2018 **seconded by Scott Hemsley**

3. STRATEGIC DECISIONS

3.1 Sarah moved that we adopt the new NZSTA policies - Kerry has gone through the changes and put it in a doc on the BOT site and is happy with the changes. - **Seconded Scott.**

A new copy of these will go into BoT docs and on the school website.

3.2 Sarah moved that the following documents be moved and passed

2018 Budget

Delegation of Principal to sign the statement of responsibility

Delegation of chairperson to sign statement of responsibility

Delegation list for BoT for 2018

Delegation for Gaby Wesley Smith to be delegated authority to review a copy of reasonableness for auditor
Chairperson to sign liability report for 2017
Chairperson to sign end of year SUE report 2017
Approval for Annual Accural 2017 report signed by Sarah Campbell
AOV for 2017
Charter and Strategic Plan for 2018
2018 Targets
Seconded by Gaby.

4. MONITORING

4.1 Gaby moved that we pass the December draft accounts for 2017 and the January 2018 accounts- **seconded Sarah.**

5 NEXT AGENDA ITEMS

5.1 Sarah and Kerry will report on the appointment of a COL leader and also where we will be going now National Standards are abolished.

6 PRINCIPAL REPORT

6.1 The Principal report was shared and a good discussion was had around Property and the future of education with the changes we are currently experiencing.

6.2 BoT Newsletter will go out this week and thank you Gaby and the rest of the board for all the input.

Ria to find some at Whitireia who may want to event manage the TRI for 2019

7. Meeting closed at 7.20pm

MINUTES READ AND CONFIRMED

CHAIRPERSON



DATE

12 March 2018