



**Minutes of the Board of Trustees Meeting**  
Held on Monday 24 June 2019  
At Papamoa College, 151 Doncaster Drive, Papamoa

**Present:** Steve Lindsey, Jethro Le Roy, Geoff Bird, Shiv Thammallia, Paul Dunn, Robynne Cabusao

**Not in attendance:**

**Apologies:** Signe Boaker Wilkinson, Elvie Fox

**In Attendance:** Kerri Turanga – Secretary

**Meeting Opened:** 6.00pm

**Nominations for Board Chair:** Jethro Le Roy - duly elected all in favour

**Nominations for Deputy Chair:** Robynne Cabusao - duly elected all in favour

**Delegated Authority for Discipline Committee**

*Motion: Steve Lindsey*

*Seconded: Jethro Le Roy*

The members of the Discipline Committee shall be all members of the board except the principal with a quorum of three. That the Disciplinary Committee members mentioned herein are delegated authority to implement the Board's Disciplinary Committee Terms of Reference, as outlined in the Board's Governance Manual.

***Carried***

**Delegated Authority for Deputy Principal**

*Motion: Steve Lindsey*

*Seconded: Jethro Le Roy*

An appropriate Deputy Principal will be selected as and when required.

***Carried***

**Delegated Authority for Finance Committee**

*Motion: Steve Lindsey*

*Seconded: Jethro Le Roy*

The members of the Finance Committee shall be: Steve Lindsey, Shiv Thammallia, Geoff Bird. That the Finance Committee members mentioned herein are delegated authority to implement the Board's Finance Committee Terms of Reference, as outlined in the Board's Governance Manual.

***Carried***

## New Board Decisions

### *Meeting Schedule*

The new board are happy to continue with a 6pm meeting time and the following 2019

Meeting Dates:

Monday 29 July

Monday 26 August

Monday 23 September

Tuesday 29 October

Monday 25 November

### *Board Commitment*

Jethro Le Roy spoke to the Board about the significant commitment one must make to Papamoa College as a Board member and need to be in attendance every scheduled Board meeting.

### *Board Packs*

The Board discussed the two options of how to receive their Board Packs prior to each Board Meeting - Digital or Hard Copy. The Board have decided to remain with the digital classroom and have a few hardcopy packs available on the table at each meeting.

### *In Committee*

Jethro Le Roy explained to the new Board members about In-committee and why the Board will go into in-committee. More will be explained as the meetings continue.

### *Board Secretary*

The Board has decided to continue with Kerri Turanga as the Board Secretary

### *Induction Process*

Steve Lindsey explained what some of the board documents (such as: Charter, Governance Manual etc) what they are and mean to the Board.

Jethro Le Roy told the Board about the Professional Development opportunities that are available to Board members, locally and also the upcoming NZSTA Conference in Dunedin. If any Board members would like to go to this Conference, please contact Kerri Turanga to have this arranged for you.

### *Dates*

New Board Introduction to staff.

This will be a morning tea shout supplied by the Board on Friday 26 July 2019 at 10.30am.

Board to visit and tour the school on Friday 26 July 2019 after the morning tea.

Steve Lindsey made himself available at anytime to speak to the Board members about what it means to be a Trustee or anything about Papamoa College.

The suggestion to get together with the contributing school Boards was agreed. Papamoa College will host this evening and invite them along in August or September.

**Confirmation of previous minutes:**

**Moved:**Jethro Le Roy  
**Seconded:** Geoff Bird  
**Carried**

**Inward Correspondence**

A .

**Email Correspondence**

A

**Outward Correspondence**

Nil

**Information Documents**

A NZSTA

B Education Gazette

Correspondence accepted

**Moved:** Jethro Le Roy  
**Seconded:** Steve Lindsey  
**Carried**

**General Business**

**Monitoring:**

*Principal's Report presented*

*Paid Union Meeting*

The secondary teachers are voting this week at a paid union meeting (1pm Wednesday 26 June), to either accept or reject the latest offer from the government.

*School Donation*

In the recent budget the government announced that decile 1-6 school can opt to receive \$150 per student, if the school does not ask for any school donations. Information has not yet been published regarding what the details of the scheme will be. Steve will keep the Board updated with this.

*Board Meeting Workshop Sessions*

Steve Lindsey proposed the Board could attend short workshop sessions to assist the Board to discuss and explore a range of relevant topics that may be relevant for the Papamoa Community.

The Board has decided this is a great idea and will begin these workshops at the next meeting will be "Discipline Committee" and the next meeting in August will be a "Student Achievement Targets" and September will be about the "Profit and Loss Statement"

Principal's Report tabled  
**Moved:** Steve Lindsey  
**Seconded:** Geoff Bird  
**Carried**

**Finance Report**

*May Finance Report presented to the Board of Trustees*

May Finance Report tabled  
**Moved:** Steve Lindsey  
**Seconded:** Robynne Cabasauo  
**Carried**

**In Committee matters**

IN-COMMITTEE RESOLUTION TO EXCLUDE PUBLIC

Moved that the public be excluded from the following parts of the proceedings of this meeting namely:

**AGENDA**

The general matter to be considered while the public is excluded, the reason for passing resolution to each matter and the specific grounds under Section 48 (1) of the Local Government and Meeting Act 1987 for the passing of the resolution are as in 1 above.

Reason for passing resolution

To protect the privacy of natural persons and maintain conduct of public affairs.

Grounds under Section 48 (1) for passing resolution

Section 48 (1) (d)

Moved into Committee 7.57pm

Moved out of Committee 8.06pm

**Meeting Closed:** 8.06pm

**Next Meeting:**

Monday 29 July 2019

**Agenda items for next meeting:**

Process of the Discipline Committee

Board Code of Conduct

**Confirmed:**

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Jethro Le Roy - Chairperson

**Date:**

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