



Minutes of the Board of Trustees Meeting
Held on Monday 26 August 2019
At Papamoa College, 151 Doncaster Drive, Papamoa

Present: Steve Lindsey, Jethro Le Roy, Geoff Bird, Paul Dunn, Robynne Cabusao, Signe Boaker Wilkinson, Shiv Thammallia, Elvie Fox

Not in attendance:

Apologies:

In Attendance: Kerri Turanga – Secretary

Meeting Opened: 6.03pm

Confirmation of previous minutes:

Moved:Jethro Le Roy
Seconded: Paul Dunn
Carried

Steve Lindsey is still working on the letter to the Minister of Education regarding the proposed building plans.

Inward Correspondence

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

Jethro Le Roy was granted prior leave by the Board of Trustees for the Board Meeting on Monday 23 September 2019.

Monitoring

Principal's Report presented

Out of Zone enrolments are continuing to come in currently we have 12 - these close on Monday 2 September 2019.

The Board discussed the student numbers and the movement of students between schools. Steve explained that there is a natural movement that occurs between schools each year.

The school does look at the figures of leavers periodically throughout the year, and has in the past given the board reports on this, and can do so again.

Principal's Report tabled
Moved: Steve Lindsey
Seconded: Jethro Le Roy
Carried

EOTC Trip

UMS Winter Adventure Camp - 24 - 27 September 2019

UNISS Netball 2019 - 1 - 6 September 2019

Middle School Snow Camp 2019 - 3 - 6 September 2019

Senior School Snow Camp 2019 - 24 - 27 September 2019

Hockey NZSS Jenny Hair 2019 - 1 - 6 September 2019

All EOTC Trips above are approved by the Board of Trustees

Moved: Jethro Le Roy
Seconded: Paul Dunn
Carried

Finance Report

July Finance Report presented to the Board of Trustees

Steve Lindsey explained to the Board what the process is around the applications for Grassroots and Lions Foundation.

Steve also went through how the Profit and Loss statement works.

Signe Boaker Wilkinson will join the Finance Committee.

July Finance Report tabled
Moved: Steve Lindsey
Seconded: Geoff Bird
Carried

Co-opting of Board Members

Jethro Le Roy spoke again about the possibility of having an IWI representative on the Board. Whetu Rolleston has been put forward and endorsed by Nga Potiki. The Board discussed this and agreed Whetu would bring an important skill set and knowledge base, not already found within the current Board members.

Motion to co-opt Whetu Rolleston as the IWI representative for the current Board term

Moved: Jethro Le Roy
Seconded: Paul Dunn
Carried

Jethro Le Roy also endorsed Phil O'Reilly as a co-opted Board Member. Jethro declared a conflict of interest with this as they are long time friends. Jethro gave the Board an outline

of Phil's background again. Jethro said he has a lot of strengths he can bring to the table, especially in conjunction with managing a large company.

The Board would like to have more clarity on this and feel that given the conflict of interest with Jethro Le Roy it would be best that a discussion is had in his absence. This will now be discussed at the next Board meeting.

Succession Planning

Jethro Le Roy gave a brief overview of the succession planning and how it may work and the benefits of this. The suggestion was 2 current Board members hold office for 18 months then stand down, an election is then held for 2 Board members to be elected for a three year term - giving the cross over period. Note: The Board members that stand down at the 18 month mark are free to re stand for election.

The discussion was had and another option was put forward to hold another election at 15 months for 2 persons who then continue for a 3 year term. This needs to be clarified with NZSTA before the Board can move forward with a decision. This is to be continued at the next meeting.

Schedule of Work

Steve Lindsey gave the Board a DRAFT Schedule of Work. Steve explained the suggestions on the timeline and that the Board look at this - and look at the continuity of this. Steve also showed the Board an outline of a Strategic Direction 3-5yrs, this is what the Board needs to be focusing on. Steve suggests the Board ensures they read the Charter as the Schedule of Work will come out of here.

The Board also spoke about the survey that is on the Schedule of Works and discussed the advantages of seeing the previous results before re-doing these.

Workshop Session - *Student Achievement*

Steve Lindsey summarised the Student Achievement Targets (due to time constraints of the meeting) - and the Board will take this document to read in full. Student Achievement will be on the agenda for the next meeting.

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 8.39pm

Moved out of Committee 8.40pm

Meeting Closed: 8.42pm

Next Meeting:

Monday 23 September 2019

Agenda items for next meeting:

Workshop session - Student Achievement

Future timeline and schedule of work

Succession Planning - NZSTA recommendations

Confirmed: _____
Jethro Le Roy - Chairperson

Date: / /