



**Minutes of the Board Meeting**  
Held on Tuesday 7 February 2023  
At Papamoa College, 151 Doncaster Drive, Papamoa

**Present:** Iva Ropati, Matthew Isbister, Moira Lomas, Samantha Billett, Jason Price, Jenna Mackay, Abbie Jacob, Clarke Raymond, Pere Durie

**Not in attendance:**

**Apologies:**

**In Attendance:** Kerri Turanga | Secretary

**Meeting Opened:** 6.03pm

**Karakia**

**Declaration of Interests** NIL

**Nominations for Presiding member:** Clarke Raymond - duly elected all in favour

**Nominations for Deputy Presiding member:** Moira Lomas - duly elected all in favour

**Delegated Authority for Discipline Committee**

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.

**Moved:** Clarke Raymond

**Seconded:** Jenna Mackay

**Carried**

**Delegated Authority for Associate/Deputy Principal**

That the Board directs that, except where the Board, as its discretion, otherwise determines, a Associate/Deputy Principal shall, in the absence of the Principal from duty for periods not exceeding two weeks and for the full period or periods of such absence, perform all the duties and powers of the Principal.

**Moved:** Clarke Raymond

**Seconded:** Jenna Mackay

**Carried**

### **Delegated Authority for Finance Committee**

The members of the Finance & Property Committee shall be: Iva Ropati, Clarke Raymond, Jason Price, Matt Isbister & Mandy Brown. That the Finance Committee members mentioned herein are delegated authority to implement the Board's Finance & Property Committee Terms of Reference, as outlined in the Board's Governance Manual.

**Moved:** Clarke Raymond

**Seconded:** Moira Lomas

**Carried**

***Move that the Delegated Authorities listed above be accepted:***

**Moved:** Clarke Raymond

**Seconded:** Moria Lomas

**Carried**

### **Confirmation of previous Board Minutes**

***Move that the previous meetings minutes be accepted:***

**Moved:** Moira Lomas

**Seconded:** Matt Isibister

**Carried**

### **Matters arising from previous minutes**

Nil

### **Correspondence**

#### **Inward**

PPTA - Relief Ban

#### **Email**

#### **Outward**

NIL

***Move that the correspondence be accepted:***

**Moved:** Clarke Raymond

**Seconded:** Jason Price

**Carried**

### **Monitoring**

*Principal's Report presented*

NCEA results were discussed, although there were some pleasing results with the NCEA Endorsements achieved, we have continued to see some data not so encouraging. Definitely work to be done, and this is being addressed in the Annual Plan for 2023.

Excellence Evening is on Wednesday 15 February 2023 - Invitation to the Board has been sent to you all.

Annual Reports from each Curriculum Leaders. This is an opportunity to celebrate their area. It is proposed that this is an extra meeting to allow all Curriculum Leaders to present.

Charter 2023 will be sent to the Ministry.

The Board Work Plan for 2023 is designed to work alongside and report directly against the Annual Plan.

The Board discussed the proposal to increase the SLT by an additional two assistant principals.

***Move that the Senior Leadership Team proposal to increase by 2 members be accepted:***

**Moved:** Clarke Raymond

**Seconded:** Matt Isbister

**Carried**

***Move that the Board accept the Principal Report tabled***

**Moved:** Clarke Raymond

**Seconded:** Moira Lomas

**Carried**

#### EOTC

***Moved that the Board approves the 5x LMS overnight camps to Lakes Ranch in Rotorua***

**Moved:** Sam Billington

**Seconded:** Jenna Mackay

**Carried**

#### General Business

Board PLD - Board will continue with self directed PD

#### In Committee matters

##### IN-COMMITTEE RESOLUTION TO EXCLUDE PUBLIC

Moved that the public be excluded from the following parts of the proceeding 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 7.25pm

**Moved:** Clarke Raymond  
**Seconded:** Moira Lomas  
**Carried**

Moved out of Committee 7.45pm

**Moved:**Clarke Raymond  
**Seconded:** Moira Lomas  
**Carried**

**Meeting Closed:** 7.45pm

**Next Meeting:**

Monday 20 March 2023

**Confirmed:**

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Clarke Raymond - Chairperson

**Date:**

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