

MINUTES of the meeting of the Board of Trustees

5:30 p.m. 21 May 2019 at school.

Meeting opens 5:30pm

1. ADMINISTRATION

1.1. **Welcome** Whakataukī

1.2. **Present** Brooke Coburn, Andrew Dean, Karen Grant, Kay Hayes, Evan Kidd (Chair), Tim McKay, Steven Mustor (Director), Matt Parrett, John Schischka.

1.3. **In attendance** Jacinta Buist

1.4. **Apologies** Moana Barr

1.5. **Registration of interest**

1.6. **Confirmation of the consent agenda**

1.6.1. **Previous minutes** 9 Apr 2019 - *circulated with agenda*

1.6.2. **Correspondence** - *circulated with agenda*

1.6.3. **Finance report** (Evan) - *verbal report and statements circulated with minutes*

There has been no finance meeting since the last meeting. The April statements look on track and will be circulated with the in-committee minutes.

1.6.4. **Health and safety report** (Kay) - *verbal report*

The Health and Safety Committee have not met in the new building yet. They are due to meet later this month and Niki Stephenson, Deputy Director Years 1 to 6, will provide a report for the next meeting.

1.6.5. **Student trustee report** (Brooke) - *verbal report*

No new innovation fund applications have been received since the last meeting. Student feedback on the building has been mostly positive and they are enjoying it.

1.6.6. **EOTC trips** - *circulated with agenda*

Further work is planned how to support trips better if there is a major first aid incident on a trip which can shift the accompanying adult's focus.

1.6.7. **Director's report** (Steven) - *x10 circulated with agenda*

MOTIONS Moved Chair

- *The Noise Management Policy as circulated with the Director's report be approved.*
- *The Travel Plan as circulated with the Director's report be approved.*
- *The consent agenda of the Board of Trustees having been circulated, be approved as true and correct.*

Carried

2. PRESENTATION - Director

The board were enthusiastic to receive a tour of the new school, including the fourth level which is due to be handed over to the school later this week, by the Director.

3. DISCUSSION

3.1. **Policy Review** - *deferred to next meeting*

3.2. **Transition to the new building**

The Chair conveyed that this meeting is a significant meeting - the first in the new building and it has been a long time since the 22 February 2011 earthquake when the pre-merger school buildings were lost. This

has made for a very long history and enormous amounts of work that have been done by multiple Boards and Directors to get to this point.

The Board particularly wanted to acknowledge and thank the current Director for their work in getting the school into this building. This has not only been over and above but also alongside the Principal's role. It is a huge achievement.

The Board also thanked the students, staff and families that have supported the school along this journey and into the new building. They have only heard positive comments from everyone on the building.

The Director commented how surprisingly easy the transition had been and has received a lot of thanks from people. The staff have and are being solution focused and very flexible during the transition and by the Director being based in the reception area is very visible, available and modelling that anyone can work in this environment. Until Level 4 is available and set up, students have been mostly keeping to their own floors.

3.3. Drop off zone

The board confirmed a drop off zone was not required and there is a travel plan in place.

3.4. Education Conversation | Kōrero Mātauranga (<https://conversation.education.govt.nz/>)

As discussed at the last meeting, The board agreed they would make a focused submission at the next round of changes. This will give the board the opportunity to continue to research and consolidate their opinions.

3.5 Thank you

This is the last meeting of this board before the triennial elections and the Chair thanked the board for their service, input and the efforts with discussions and decisions. The Chair has enjoyed the conversations and working with this board. The board also thanked the Chair for their work and leadership.

4. IN COMMITTEE - PUBLIC EXCLUDED

MOTION Moved Chair

The meeting moves into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons. Items to be discussed include students, personnel, finance and property.

Carried

MOTION Moved Chair

The meeting resume in Public Excluded Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

Carried

5. BOARD COMMUNICATION

- The new building
- Thank you to the Director, students, staff and families during the building transition
- Board change over with election

6. 2019 MEETING DATES (Tuesdays 5:30pm)

Term 2: Week 10 - 2 July

Term 3: Week 4 - 13 August and Week 10 - 24 September

Term 4: Week 4 - 5 November and Week 10 - 10 December

Meeting closes 8:00pm



Approved

Name Evan Kidd

Date 2 July 2019