

MINUTES OF A MEETING OF THE PLIMMERTON SCHOOL BOARD OF TRUSTEES HELD IN STAFFROOM, WEDNESDAY 21 FEBRUARY 2018

ATTENDED BY: Brent Callaghan (Chair), Lauren Prosser (Deputy Chair), Mike Forrest (Principal), Mel Swallow, Jasmine Hardy Mills, Aaron Sherriff, Sarah Pomare, Louise Ioane and Jill Symonds (Deputy Principal)

APOLOGIES:

AGENDA ITEM	MINUTES	ACTION
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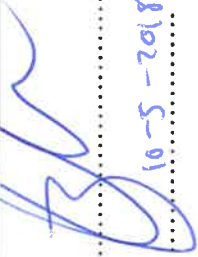
<p>1. Administration</p> <p>1.1 Opening</p> <p>1.2 NZSTA AGM</p>	<p>Brent welcomed everyone to the 2018 year, then handed over to Lauren for the election of Chairperson</p> <p>An invitation to attend the NZSTA AGM in Rotorua in June of this year was tabled.</p>	
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<p>2. Strategic Decisions</p> <p>2.1 Board</p> <ul style="list-style-type: none"> • Elect Board Chair • Confirm Board roles • Delegations 	<p>Chairperson – It was moved (Prosser/Sherriff) that Brent Callaghan be elected Chairperson for 2018</p> <p>Portfolios were discussed and were allocated as follows:</p> <ul style="list-style-type: none"> - Deputy Chair – Lauren Prosser - COL representative – Lauren Prosser - Finance – Brent Callaghan, assisted by Sarah Pomare - HR – Melanie Swallow - Property – Aaron Sherriff, assisted by Jasmine Hardy Mills - Health and Safety – Aaron Sherriff - Community – Jasmine Hardy Mills - Staff Rep – election to be held - Tangata Whenua – Sarah Pomare - Principal – Mike Forrest <p>It was moved (Forrest/Prosser) that the Principals Delegations be approved subject to adjustment to sub-committees.</p>	<p style="text-align: center;">CARRIED</p>
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<ul style="list-style-type: none"> Principals Report 	<ul style="list-style-type: none"> Snow Camp – needs to be aligned with learning outcomes and costs appear to have been minimised. Is this sustainable? Succession? Extra-curricular activities – French language lessons and speech and drama classes – in school? After school? Hireage of facilities? Mike will report back that it lead to wider discussion so any further options are on hold ACTION: Mike to report back to Board on the current arrangements with music lesson providers <p style="text-align: right;">Mike</p>
<p>3. Monitoring</p> <p>3.1 Principals Appraisal (confirm appraiser)</p> <p>3.2 Finance and Audit Report</p>	<p>Brent and Mark Sweeney are still trying to contact each other. It was moved (Callaghan/Pomare) that Mark Sweeney be appointed as Principals Appraiser for 2018. CARRIED</p> <p>It was moved (Callaghan/Hardy Mills) that the 2018 Budget be approved. CARRIED</p> <p>The Finance Committee report was tabled and discussed. It was moved (Callaghan/Pomare) that the finance report and transaction report be approved. CARRIED</p> <p style="text-align: right;">Brent</p>
<p>4. Strategic Discussions</p> <p>4.1 Library Plans update</p> <p>4.2 Exit Interviews 2018 Summary</p>	<p>Plans are going ahead as per the meeting with Sarah and Mike last year. Hongoeka Mare Association was interested in having input into design.</p> <p>Covered under In-Committee section.</p>
<p>5. Identify Agenda Items for Next Meeting</p>	<ul style="list-style-type: none"> Confirming roles and delegations Key competencies Items in work plan
<p>6. Administration</p> <p>6.1 Confirmation of minutes</p>	<p>It was moved (Prosser/Callaghan) that the minutes of the meeting held Wednesday 6 December be approved. CARRIED</p>

<p>7. Meeting Closure</p> <p>7.1 Evaluation</p> <p>7.2 Summary of Action Points</p> <p>7.3 Date of Next Meeting</p>	<p>7pm, Wednesday 28 March (week 8) Future Meeting: Wednesday 16 May (week 3)</p>
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Meeting closed: **9.30pm**

Chairperson: 

Date: **10-5-2018**