



**MINUTES OF THE BOARD OF TRUSTEES MEETING HELD ON 30<sup>th</sup> JUNE 2009 IN THE BOARDROOM**

**PRESENT:** Mike Horsley, Judith Logan, Pauline Cowens, Nicky McCool, Nan Kingston-Smith, Eddie Bauckham and Chris Ferguson.

**IN ATTENDANCE:** Secretary.

**APOLOGIES:** Ross Brown.

**MEETING OPENED:** 5:30 pm

**GUEST SPEAKER:** Mr Lex Hamill from NZEC spoke to the Board and gave a background to an Administration review that his firm has undertaken for around 30 schools. Lex emphasized the need for adherence to a transparent and open process. Lex outlined the specifics of a review and the Board thanked Lex for his presentation. The matter is to be further discussed at the in-committee section at the end of the meeting and a rationale developed.

**PROJECT CONTROL GROUP:**

Mike Horsley spoke to the progress made by the Project Control Group. Next term a meeting with Maori is to be arranged, and a report to the Board of Trustees by mid next term is anticipated.

**CONFLICT OF INTEREST DECLARATIONS:** Nil

**PRINCIPAL'S REPORT:** The Principal spoke to her report. Achievement data for the junior school was discussed, the report in July should provide a better reflection of the students achievement as some data has not yet been entered.

IT Report: The report from Werner Marx, Technology Centre was tabled and reviewed and a strategy to develop the school's infrastructure was discussed. Werner's recommendation to develop a strategic plan under the 6 bullet points suggested in his report was considered.

It was moved that three companies be approached to submit a *request for proposal* to undertake an infrastructure strategic plan.

J Logan/ M Horsley  
Carried

ERO Review checklist as tabled. The 2009 ERO focus is that systems and procedures are in place to enhance student's engagement and learning. There will be a meeting with ERO on the 17th August 2008 at 1:30pm

Pauline Cowens is to report on Health Policy and Teacher Appointment process in her monthly report.

Evacuation: The school is to go into lockdown shortly and the event and its review is to be included in the July Principal's report.

HOD Meeting: Chris Ferguson provided some feedback from the HODs perspective.

Consultation Plan Margaret Egan to consult with the PTA and nominated members of the Whanau support group and then consult the Board in July. The PCG is to co-ordinate with Margaret for Marae visits. Maxine Parker is to liaise with Margaret Egan.

Policy Reviews *Curriculum Delivery*

Moved that the Policy be accepted and next reviewed in July 2011

N Kingston-Smith/ M Horsley  
Carried

*Equal Education Opportunity*

Moved that the Policy be accepted and next reviewed in July 2011

N Kingston-Smith/ M Horsley  
Carried

*International Studies*

Moved that the Policy be accepted and next reviewed in July 2011

N Kingston-Smith/ M Horsley  
Carried

Moved, that the Principal's report be tabled.

P Cowens / J Logan  
Carried

**EVALUATION & MONITORING COMMITTEE:**

The Management Report for May 31st 2009 was reviewed. The Secretary commented on the increase in waste removal following the new waste tax effective July 1<sup>st</sup> 2009.

5YA Review To be reviewed at the July 20<sup>th</sup> E & M Meeting

Maxine Parker's Contract: Any unused hours from term2 to be utilised in Term 3.

Working party - Teaching & Learning budget. The subcommittee is to meet 1:30pm Tuesday 21<sup>st</sup> July 2007.

Principal's appraisal. The process has been set up. The subcommittee will report back in November. In the interim one more meeting to agree data collection will be undertaken by the subcommittee.

Moved that the Minutes be tabled.

M Horsley / E Bauckham  
Carried

**MINUTES OF PREVIOUS MEETING:**

Amendment: Moved that the amended Policy be adopted, next review date October 2011

Moved that the minutes of the meeting as amended held on May 26th 2009 be confirmed.

J Logan / E Bauckham  
Carried

Targets are to be mailed out.

**CORRESPONDENCE:** NEITA Nominations: The following teachers are to be nominated for 2009.

Chris Duggan	Teaching
Lewis Hocking	Leadership
Margo Calder	Leadership
Richard Hendra	Teaching
Jen Peeters	Teaching
Stephanie Brant	Leadership

Scottwood/Perry Application: Moved that the School's component of this year's application will be for 4 x Blade servers at an approximate total cost of \$60,000 and in lodging the application the need to support Tauranga Girls' College Rowing is recognised.

Moved M Horsley / E Bauckham  
Carried

Request to purchase a defibrillator: Secretary to respond and advise that the request is not supported at this time.

The letter from a Student regarding school camps was referred to the Principal as a management matter.

J Thomson 1 Email and 1 Letter was referred to the publicly excluded section of the meeting.

Moved that the correspondence inward be accepted and outwards endorsed.

C Ferguson /N McCool  
Carried

**STUDENT REPORT:** Nicky gave a verbal report. The Principal outlined progress with the bus bay which Nicky will give feed back to students in week three of the third term. Ideas are coming through for expenditure of 2009's workday fundraisings.

**General part closed 8:15pm**

**IN COMMITTEE:** The Board moved to exclude the public to discuss a previous issue relating to a student, the letter & E-mail.

J Logan / M Horsley  
Carried

The Board moved out of committee.

**MEETING CLOSED:** 8:45pm

**NEXT MEETING:** 5:30pm, Tuesday 28<sup>th</sup> July 2009

**CONFIRMED:** \_\_\_\_\_

**DATE:** 28<sup>th</sup> July 2009