

Minutes of the November Otamatea High School Board of Trustees meeting held on
Thursday 1 November, 2018

VENUE: Otamatea High School
DATE: Thursday 1 November, 2018
TIME: 6.13pm
VENUE: Administration Meeting Room
PRESENT: L. Smart, R. Clothier-Simmonds, L. Jones, G. Jenkins, R. Bull, W. Maclennan, A. Parr and H. Linton.
IN ATTENDANCE: N. Donaldson
APOLOGIES: N. Peele

"That the apology be accepted."

Moved: L. Smart

CARRIED Unanimous

MATTERS OF DIRECT CONCERN:

Item 1. The Chairman called for any conflict of interest pertaining to any meeting agenda items as posted.

- A. Parr: Community of Learning discussions
- R. Clothier-Simmonds: LAT payments

Item 2. Chairman to call for any adjustments to agenda items or placement ie: non-public/public discussions. Nil

Item 3. Board hours sheet completion
Provided and recorded

MINUTES:

"That the minutes of the last general meeting of the Board of Trustees meeting held on Wednesday 19 September, 2018 be signed as a true and accurate record of the meeting."

Moved: L. Jones

Seconded: R. Bull

CARRIED Unanimous

MATTERS ARISING FROM FULL BOARD MEETING:

- NZSTA Community Engagement next Tuesday evening. Attending W. Maclennan, H. Linton, R. Clothier-Simmonds, R. Bull, G. Jenkins. L. Jones to contact NZSTA requesting them to communicate with N. Donaldson directly.
- Early in the new year the Board of Trustees will investigate how to administer/use the

OET Fund.

- No response as yet from the Ministry regarding school request for Ministry support.

CORRESPONDENCE:

Inwards

24 September	Education Gazette	Volume 97 Number 17
15 October	Education Gazette	Volume 97 Number 18
September	NZSTA	STA News 286
18 October	PPTA	Paid Union Meeting notification

Outwards

Nil

MOTION:

“That the inwards correspondence be accepted and the outwards correspondence be approved.”

Moved: G. Jenkins

Seconded: W. Maclennan

CARRIED Unanimous

MATTERS ARISING FROM CORRESPONDENCE:

ACTION LIST:

- Completed items to be removed and items requiring further action to remain.

MATTERS ARISING FROM THE ACTION LIST:

(NB: There may be some discussion deferred to Public Excluded Business)

- L. Jones has spoken to R. Skelton at Paparoa Drapery. Enough PE uniform stock for 2019, however, OHS must notify early in 2019 to change for 2020. V neck not round neck.
- R. Clothier-Simmonds to follow up with PE department. PE Department to report progress to March Board meeting.
- R. Clothier-Simmonds to speak to R. Skelton regarding how many PE tops sell each year plus option of another outlet.

PRINCIPAL’S REPORT:

MOTION:

“That the Principal’s Report for November 2018 be approved.”

Moved: G. Jenkins

Seconded: A. Parr

CARRIED Unanimous

MATTERS ARISING FROM THE PRINCIPAL’S REPORT:

- Both Joseph Driessen presentations were excellent. Both W. Maclennan and R. Clothier-

Simmonds interested in 'how to put it right concept' and will look into this further.

- Discussion with Kura Kaupapa regarding future relationship between the two schools.

FINANCE REPORT:

MOTION:

"That the Finance Report for September 2018 be accepted."

Moved: W. Maclennan

Seconded: L. Jones

CARRIED

MATTERS ARISING FROM THE FINANCE REPORT:

- The Board would like to see a narrative forecast for the end of year balance.
- R. Clothier-Simmonds to request D. Cornhill-Davies provide costs, usage and options regarding school vans.

GENERAL BUSINESS:

Item 1: Portfolio Reports

MOTION:

"That the Term 3 Progress Report (excluding pages 3-6) – 2018 Dirk Smyth: Teaching and Learning is accepted."

Moved: L. Jones

Seconded: R. Clothier-Simmonds

CARRIED

- L. Jones for provide information for R. Clothier-Simmonds regarding Youth Services.
- R. Clothier-Simmonds to follow up with E. Van Den Berg regarding Mahurangi Marine College. Also to contact R. Bull regarding contact for careers information.

MOTION:

"That the Term 3 Pastoral Care Student Support Report - 2018 Paul Chambers is accepted."

Moved: R. Bull

Seconded: A. Parr

CARRIED

- Letter to A. Smith in appreciation of her work over the past months.
- R. Clothier-Simmonds to look into Attendance % with P. Chambers.

Item 2: Overnight EOTC

MOTION:

"That the EOTC application IN FULL for Year 10 Boys Camp at Kai Iwi Lakes 9 December – 12 December, 2018 (overnight 9, 10, 11 December, 2018) be approved."

Moved: G. Jenkins

Seconded: R. Clothier-Simmonds

CARRIED Unanimous

MOTION:

“That the EOTC application IN FULL for Year 10 Girls Camp at Kai Iwi Lakes 9 December – 12 December, 2018 (overnight 9, 10, 11 December 2018) be approved.”

Moved: L. Jones

Seconded: A. Parr

CARRIED Unanimous

MOTION:

“That the EOTC application IN FULL for Year 8 Camp at Tangihua Lodge 10 December – 12 December, 2018 (overnight 10, 11 December, 2018) be approved.”

Moved: G. Jenkins

Seconded: W. Maclennan

CARRIED Unanimous

The meeting moved into Non-Public Business. (8.20pm)

MOTION:

“That in terms of the Section 48 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this part of the meeting because the Board wishes to discuss a matter relating to students and/or staff members and for that reason the discussion of this matter in public would infringe the privacy of a natural person under Section 9 (2)(a) of the Official Information Act, 1982.”

Moved: L. Smart

CARRIED Unanimous

MOTION:

“That the Board resolves that pursuant to section 48. (5). & (6). of the Local Government Official Information and Meetings Act 1987 Nikki Donaldson be permitted to remain at this meeting as Minutes Secretary after the public has been excluded.”

Moved: L. Smart

CARRIED Unanimous

The meeting moved out of non-public business (9.45pm)

MOTION:

“That the meeting move out of non-public business.”

Moved: L. Smart

CARRIED Unanimous

MOTION:

“That the decisions made in non-public business be confirmed.”

Moved: L. Smart

CARRIED Unanimous

Meeting closed: 9.50pm

Chairperson

Signed: _____

Principal

Date:

Signed:

Date:
