



Paparangi School

MINUTES OF MEETING OF THE PAPARANGI SCHOOL BOARD OF TRUSTEES HELD IN THE STAFF ROOM ON TUESDAY 22 MARCH 2016 AT 6.00pm.

PRESENT: Tracey ARTHURS (Principal), Tony BATES (Chair and Parent elected Trustee), Clare ADAMS (Staff Representative), Sheryl HYDE (Parent Elected Trustee), Vanessa HEARFIELD (Parent elected Trustee), Frith BLAIR (Parent elected Trustee).

IN ATTENDANCE: Andrea JONES (Minute Secretary)

1. ADMINISTRATION:

The Chair declared the meeting open at 6pm.

1.1 DECLARATION OF CONFLICTS OF INTERESTS: No conflicts of interest were declared.

2. DECISIONS

2.1 PRINCIPALS REPORT

The Board **UNANIMOUSLY AGREED** to accept the Principals Report.

2.2 PROPERTY REPORT

The Principal tabled Ashby Property Management document dated 21st March 2016.

The Chair moved that the quote from Peryer Construction be accepted. The Board **UNANIMOUSLY AGREED**.

The Chair moved that the Office Manager's recommendation to accept the quote from ABZ for plumbing services be accepted. The Board **UNANIMOUSLY AGREED**.

The Board **UNANIMOUSLY AGREED** to accept the Property Report.

3. MONITORING

3.1 FINANCE REPORT AND AUDIT

The Chair moved that the truncated Finance Report be accepted. The Board **UNANIMOUSLY AGREED**.

3.3 OPEN ACTION ITEMS

Item #285 - BOT Self-Review Report: The Treasurer distributed the report for feedback.

Item # 287 - School Apps: An updated a document providing information on the packages and modules for a school app was tabled. The Board **UNANIMOUSLY AGREED** that the school community should be consulted on implementation of a school app. Options on consultation to be considered at the April Board of Trustee's meeting.

Item #290 - Family Fun Night Community Consultation: Report on consultation was tabled. The Board **UNANIMOUSLY AGREED** that other methods of consultation need to be considered.

The following items were closed at this meeting having been actioned:

Item #290 - Family Fun Night - Community Consultation

4. DISCUSSIONS

4.1 DRAFT CHILD PROTECTION POLICY

The Board **UNANIMOUSLY AGREED** to accept this policy.

4.2 REVIEW OF GOVERNANCE POLICY

The Board **UNANIMOUSLY AGREED** to approve subject to minor changes.

4.3 REVIEW OF OPERATIONAL POLICY

The Board **UNANIMOUSLY AGREED** to approve subject to minor changes.

4.4 REVIEW OF FINANCE POLICY

The Board **UNANIMOUSLY AGREED** to approve this policy.

4.4 FINANCIAL MANAGEMENT STANDARDS

The Board **UNANIMOUSLY AGREED** to approve this policy subject to changes.

5. ADMINISTRATION

5.1 CONFIRMATION OF MINUTES - MEETING 23 FEBRUARY 16

The Chair moved that the minutes be accepted as a true and accurate record. The Board **UNANIMOUSLY AGREED**.

5.2 CONFIRMATION OF ABRIDGED MINUTES - MEETING 19 JANUARY and 23 FEBRUARY 2016

The Board **UNANIMOUSLY AGREED** they are a true and accurate record and can be posted on the school website; noting that full transcripts are available from the office upon request.

5.3 CORRESPONDENCE

The Chair tabled an email; Employment Relations Education Leave - EREL, dated 9.3.16.

7. MEETING CLOSURE

The meeting closed at 8.28pm

7.1 NEXT MEETING – TUESDAY 12 APRIL 6.00PM

Confirmed: _____ Date: _____
Chairperson