

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees  
held in B Block at 6.30pm on Tuesday 17 March 2020

**Present** Bill Tissingh, Amy Hacker, Amia Tissingh, Jo Tilsley, Steven Hill

**Apologies**

Conall Buchanan arrived at 6.35pm Larn Wilkinson arrived at 6.40pm

**In Attendance** Tina Youngman, Kasey Bennett

Tissingh opened the meeting with a prayer

**Confirmation of Minutes**

"THAT the Minutes of the monthly meeting held on Tuesday 18 February be confirmed as a true and correct record."

Wilkinson / Hacker – Carried

**Matters Arising**

Sustainable contestable funding has been applied for however we are waiting to hear. Feedback regarding ERO has been positive from family and staff. New branding for the school vans is still being looked into. SIP funding has just been signed off. BoT breakfast dates to be set.

*"the board moved into committee" Hacker / Buchanan 7.35pm Tina Youngman, Johnson & A Tissingh left the room*

**Delegations / Election of Officers / Sub Committees / Conflict of Interest**

Nomination for Board Chair – Bill Tissingh Buchanan / Wilkinson Carried  
Tissingh would like to minute this is the last term standing as the Chairperson of the Board of Trustees.

Election of Officers –

Sub committees –

Finance – Jo Tilsley, Conall Buchanan, Amy Hacker	Tissingh / A Tissingh
Discipline – Bill Tissingh, Larn Wilkinson, Jo Tilsley	Tissingh / Hill
Health & Safety – Steven Hill, Ursula Johnson	Tilsley / Tissingh
Property – Larn Wilkins, Conall Buchanan, Ursula Johnson	Tilsley / Tissingh
Sports – Steven Hill, Amy Hacker	Buchanan / Tissingh
( this will also include the sports director and the sports co-ordinator )	

Each group is to get together to discuss how often they wish to meet and projections for the year ahead and reporting back to the board.

Larn Wilkinson to perhaps be the rep on the Maori student Kahui focus group

Conflict of interest register has been updated.

Authorisations stay the same for the Board and for the Principal Hacker / Hill

### **Correspondence In**

Year 13 Camp

Year 13 PE & Fitness Camp

Year 11 Creative Activism Camp

TATAT Te Mata Trip

The above trips are approved subject to ongoing developments with coronavirus.

TATAT Rarotonga Trip – Convey looking at 2021. The fundraising to be completed in the short time span may put pressure on the community. This trip needs to be self-supporting. There will need to be a minimum amount of \$\$ in the bank before tickets are purchased. Proposal needs to come back to the Board for final approval prior to ticket purchase.

### **Correspondence Out**

The new plan is due from Awningz NZ. The design is coming by the end of the month and the sails should be fully functional by the end of October.

### **Final NCEA Results & Reports**

Read and discussed

### **Final 2019 Subject Advisors Reports**

Report read. Annual NCEA learning area reports and analysis. Discussion about what would the board like to see on the next report in August from the subject advisors.

### **Policy Review**

2.15.2 Meeting Agenda – Buchanan has provided a draft for us to adopt	Tissingh / Hill
2.15.3 Evaluation of Meeting - To be put in every board pack	Tilsley / Hill
2.3 Disciplinary Process in relation to the Principal Policy	Tissingh / Hill
2.4 Principal Professional Expenses Policy	Tissingh / Hill
2.11 The Relationship between the Board & the Principal Policy	Tissingh / Hill
3.21 Bullying Prevention – to be redrafted by the discipline sub committee	
** New Pandemic Policy – Adopted	Wilkinson / Tilsley

### **Principals Report**

As read. “THAT the Principal’s Report be adopted”  
Hacker / Buchanan – carried

Hacker’s appraiser for 2020 – 2021 is Vicky McLennan. Hacker will discuss options regarding the Leadership appraiser once she has completed the 2019/2020 report.

Hacker will appraise Loretta Goodhue.

Hacker is unlikely to go on Term break to the United States.

Hacker / A Tissingh – Carried

### **RTL B**

Hacker will apply to be the lead school for the area.

“the board moves we support Hacker to put in an application to be the RTL B lead school”

Tissingh / Wilkinson

### **Finance**

“the board moves that payments for January / February totalling \$ 225694.00 be passed for payment and that the January / February accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 12 March 2020”  
Buchanan / Tilsley – Carried

“the board moves to accept the 2019 Annual Draft Accounts “ Tissingh Tilsley – Carried

“the board moves to accept the final 2020 budget”  
Buchanan / Hill - Carried

### **Property**

Trees have been worked on today, trimming and cutting for safety reasons or those which are dangerous to structures.

Wilkinson to work with the school regarding dropping trees & then cutting the wood to give back into the community.

Property meetings to make place approximately every 2 weeks.

The landscape plan to be discussed by the property committee & Marica Slavich

### **School Vans**

As we have 3 vans, we are being asked to hire them to other schools and organisations.

“the board moves the vans are only be used for school business” Tilsley / Wilkinson - carried

### **Health & Safety**

Nothing to report in addition to the Principal's report

### **Games Room & Breakfast Club**

Tina Youngman & Kasey Bennett put forward their presentation to upgrade the pavilion to a Student Hangout Area ( Games Room & Breakfast Club).

“the board gives approval to approach Rotary to start purchasing items for the start up of the new Student Hangout.

### **Staff report**

Welcome to Johnson – new staff representative.

Kahui Hapi groups going well. This is a new initiative and doing PD together in groups is working well.

Having 2 deans for 2020 in each year group is working well so far. NCEA assessments have started for 2020. We currently have no PPTA rep on the staff.

### **Student Report**

NCEA awards evening last Wednesday went well. It was a great night. A Tissingh is working with Tina Youngman to send invitations to parents next year rather than just students for 2021.

The Maori NCEA Awards are this Friday. The ball is a few weeks away. 4<sup>th</sup> April and the theme is the 20's.

“the board moves to go ahead with the above events – subject to ongoing developments with coronavirus”  
Hacker / Tilsley - carried

### **BoT Christmas Function / Breakfast Dates**

The Christmas lunch is Tuesday 15 December

The Breakfast dates are: Term 2 30 April

Term 3 23 July

Term 4 15 October

### **Items for the next agenda**

Communicating governance with the staff – how do we do this

Wilkinson closed the meeting with a karakia

Next Meeting Tuesday 27 April

Meeting Closed 9.30pm