

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees  
held in the Purple Room at 6.30pm on Tuesday 18<sup>th</sup> August 2020

**Present:** Amy Hacker, Bill Tissingh, Ursula Johnson, Conall Buchanan, Larn Wilkinson, Steven Hill, Amia Tissingh

**Apologies** Jo Tilsley

**In Attendance** Yolande Lowe & Denise Grimmer

Tissingh opened the meeting with a prayer

**Declaration of Interests**

N/A

**Confirmation of Minutes**

“THAT the Minutes of the monthly meeting held on Tuesday 28 July be confirmed as a true and correct record.”

Johnson / Hill – Carried

**Matters Arising**

Update on attendance – the return of Covid-19 putting us into Level 2 again has given us a set back with our attendance. However, the teachers with the group of 10 students is working well. We now have a van bringing our kids to school from Te Aroha – travel was hindering their attendance.

Teaching Council letter is currently on hold.

**Chairperson’s comments**

N/A

**Health & Safety Events / Issues**

Nothing outside of the Principal’s report

**Principals Report**

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

“the board moves the Hacker may appoint a staff member to become the The Privacy Officer as at 1 December, with a maximum resourcing of \$2000.00 to cover any required training or professional development. “ Tissingh / Buchanan - Carried

**Arts Innovation Report**

Read and discussed. The board would like to thank Bianca for her report. It was extraordinary.

**Careers / Gateway Report**

Read and discussed. The board would like to thank Denise for her report.

**Staff report**

Staff are back into work for Term 3 – working well with our students.

### **Student Report**

The halt on sport has put our students into the unknown. Sport can now go forward without any spectators.

The board would like to thank A Tissingh for all the work you have put in on behalf of the students of Paeroa College

**Policy Review** 3.7.2 Child Protection Policy – We reviewed this policy due to a number of cases which came out of the first lock down with Covid-19. The board are happy where this policy currently sits.

3.11 Behaviour Management Policy – include marijuana and whenever the school has jurisdiction Hill / Tissingh

3.13 Sensitive Expenditure Policy – Hill / Tissingh

NEW – Theft & Fraud Policy – Hill / A Tissingh

NEW – EOTC Policy - Hill / Tissingh

NEW – EOTC Overseas Policy – Hill / Tissingh

NEW – Timetabling of Teaching Staff Policy - below

It was agreed by the board for this policy to be circulated to staff for comments and to move to the next meeting based on the comments from staff.

### **Finance**

“the board moves that payments for July totalling \$146,494.00 be passed for payment and that the July accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 13 August 2020”  
Buchanan / Wilkinson – Carried

“the board moves to write off the Novopay under/over payments, on the lines that the debt is historical and will unlikely be recovered by the Ministry” - \$14726.00 December 2018  
Hill / Buchanan - Carried

“the board moves to approve the RTLB credit card limit at \$3000.00” - Hill / Tissingh - Carried

### **Property**

The budgeted security system – Debbie Gould is sourcing other quotes.

Full property landscape plan - Buchanan has met with Trish Waugh around this and is waiting for a concept plan from Trish.

New staff carparking – between the Gym and the Caretakers shed. The cost is approx. \$16,000 - \$20,000 ( not sealed ). \$50,000 complete.

“the board sets aside a budget of \$50,000 for a new staff carpark at the western end of the property with a starting fund of \$20,000 for stage 1 which is earth works & metal.”  
Tissingh / Buchanan - Carried

We have received estimates from Richard Cox and Jim Lynch. Kevin Smith and Wayne Bennett to be approached for a quote for the staff carpark by Hill.

Entrance Concept Plan – new concept plan emailed out from Carl at WSP. The board need to see the technical drawings. Hacker to contact Carl.

### **Health & Safety**

See Principal's report

### **Discipline**

See Principal's report

### **Sport**

According to Waikato Secondary School Sport Association, Sport is able to go ahead, however with no spectators.

### **Administration**

"the board moves to accept the Delegations made to the RTLB Cluster Manager with the word ensure removed and replaced with Make every effort to ensure" - Tissingh / Buchanan - Carried

### **Correspondence In:**

TVAL – Snow Trip

Tissingh / Hacker

Te Ara Tapu a Tane – Rarotonga Trip 2021

Not in support at this stage

B-Safe Testing, tagging & compliance

Read and accepted

### **General Business**

N/A

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

N/A

Wilkinson closed the meeting in prayer

Next Meeting Tuesday 22 September @ 6.30pm

Meeting Closed at 9.45pm