

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the Purple Room at 4.30pm on Tuesday 23rd February

Present: Amy Hacker, Bill Tissingh, Conall Buchanan, Steven Hill, Jo Tilsley, Jana Smith
Larn Wilkinson (arrived at 5.00pm)

Apologies Ursula Johnson,

In Attendance Yolande Lowe, Miah Williams

Tissingh opened the meeting with prayer

Declaration of Interests

N/A

Confirmation of Minutes

“THAT the Minutes of the monthly meeting held on Tuesday 23 November be confirmed as a true and correct record.”

Hill / Buchanan – Carried

Matters Arising

N/A

Chairperson’s comments

N/A

Health & Safety Events / Issues

Refer to Principal’s report

Election of Officers / Sub Committees & Authorisations

Buchanan nominated Tissingh to be Chairperson - Tilsley moved – Carried

Health & Safety – Hill & Johnson (tbc)

Sport – Hill & Hacker

Property – Buchanan, Wilkinson & Johnson (tbc)

Discipline – Wilkinson, Tissingh & Tilsley

Finance – Tilsley, Buchanan & Hacker

Principals Report

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

RTLB Report

Read and discussed. Thank you to Chris Patton.

Interim NCEA Results and Report

Miah Williams presented this report – discussed. The board would like to thank Miah Williams for his report and presentation.

Staff Report

N/A

Student Report

Swimming and Athletics – participation has been great. School lunches are going down well. The formal date has been set for 22 May 2021.

2021 Paeroa College Charter

“the board moves to approve the Charter for 2021” Wilkinson / Buchanan - Carried

2020 Paeroa College Annual Report

“the board moves to approve the Annual Report” Tilsley / Hacker - Carried

2021 RTLB Annual Strategic Plan

“the board moves to approve the RTLB Annual Strategic Plan” Hacker / Hill - Carried

2020 Analysis of Variance

“the board moves to approve the 2020 Analysis of Variance” Tissingh / Wilkinson - Carried

2020 RTLB Annual Report

“the board moves to approve the RTLB annual report 2020” Hacker / Hill - Carried

Policies

2.1 Board Roles and Responsibilities – wording changed in 4.1 – Buchanan/ Tilsley

2.9 Chair’s role description – change education act information – Buchanan / Tilsley

2.19 Delegations list –

Health & Safety – Hill & Johnson (tbc)

Sport – Hill & Hacker

Property – Buchanan, Wilkinson & Johnson (tbc)

Discipline – Wilkinson, Tissingh & Tilsley

Finance – Tilsley, Buchanan & Hacker

2.19.1 Principals delegations reviewed and amended - Buchanan / Tilsley

“the board moves to approve the changes to the Principal’s delegations list for 2021”

2.21 Trustee Register – correct - Buchanan / Tilsley

NEW Privacy Policy – changes made

“the board moves to accept the new privacy policy” “ Wilkinson / Tilsley

Finance

“the board moves that payments for November/ December totalling \$417081.00 be passed for payment and that the November/December accounts be adopted as a true and correct record as discussed at the Board Finance Meeting February 18th 2021” Buchanan / Tilsley – Carried

“the board moves the approve the 2020 SAAR Novopay Report” Hacker / Tissingh - Carried

“the board moves to approve the 2020 Leave Liability report” Hacker / Tissingh - Carried

RTLB budget - once a month report to be submitted. It has been suggested maybe Chris Patten to meet with the finance committee

RTLB budget for 2021 not approved – finance committee to meet with Chris and Rana.

Finance committee regular monthly meetings to include Chris Patten.

Kiwisport is a Government funding initiative to support student’s participation in organised sport. In 2020, the school received total Kiwisport funding of \$5506.75 (excluding GST). The funding was spent on sporting endeavours in the 2020 year.

“the board moves to approve the Kiwisport note for 2020” Hill / Wilkinson - Carried

Property

Property Meetings to be set for once a month.

Hill to come back to the board with costings for finishing the carpark / possible bus bay area.
Shade sails are up – they look great. Just waiting for the turnbuckles to arrive and be put into place.
Trish will be purchasing some trees which the students will plant with Trish in the new landscaping area.

Publish our draft landscaping plan to the community (ideas around this to be discussed). Perhaps people would like to donate trees or plants.

Health & Safety

As per report

Discipline

N/A

Sport

Large number of students interested in winter sports for 2021.

Administration

School Lunches – this is going well with our students. A decision will need to be made at the March board meeting as to whether or not we go with an external supplier for the remainder of the year or if we are able to stay with the ladies we currently have.

Correspondence In: Rumaki Overnight trip - Approved
Kawahaka Overnight trip - Approved
TVAL Wellington trip – Approved
Te Aroha McKain – Rugby Fundraising – approved.
Proof needs to be kept on file that food has been purchased. Meat to be processed and stamped if donated.
Te Aroha McKain – Rugby Trip – concern no staff. A meeting with the sports department to put in place our college measures. A staff member is to attend this trip then this trip will be approved.
Funding – if a non teaching staff member attends then they would need to be paid – Paeroa College would pay hours and travel as a sign of goodwill. If a teaching teacher goes – pay for travel expenses.
2 vans only can travel. 1 van is for local travel only.

Correspondence Out: Karen McLean Refreshment leave

General Business

Items for the next agenda

New privacy rules to be discussed

Lunches in schools

Next Meeting 23 March 2021

Meeting Closed at 7.15pm