

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the Hikutaia Room at 4.30pm on Monday 21 February 2022

Present: Conall, Ursula, Jo, Larn, Steven, Hamish, and Amy

Apologies: N/A

In Attendance: Yolande Lowe

Wilkinson opened the meeting with prayer

Delegations

Refer in 2.19.1 for Principal's delegations

Election of Officers, Sub Committees and Authorisations

Buchanan nominated by Tilsley for Board Chair. 2nd by Wilkinson and Hill. – Carried
Disciplinary Committee – Larn Wilkinson, Jo Tilsley & Steven Hill
Finance Committee – Jo Tilsley, Conall Buchanan, Amy Hacker
Deputy Principal – Tina Youngman, Miah Williams & Andrew Cameron
Health & Safety Committee – Ursula Johnson & Steven Hill
Sports Committee – Steven Hill & Amy Hacker
Property Committee – Larn Wilkinson, Conall Buchanan & Ursula Johnson

Conflict of Interests

N/A

Confirmation of Minutes

“THAT the minutes of the monthly meeting held on Tuesday 30th November be confirmed as a true and correct record.”

Hacker / Hill – Carried

Matters Arising

Coffee machine – Hacker & Johnson to meet and discuss.

Chairperson's comments

N/A

Health & Safety Events / Issues

Current at Red in the traffic light system.

Principals Report

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

RTL B Report

As read “ THAT the RTL B Report be adopted” Hacker / Tilsley – Carried

This report included the Service Provision Satisfaction Survey, Red Setting for Covid, and the RTL B Annual Plan for 2021.

The board would like to thank the RTL B group for all the great work they are doing.

Staff Report

Everyone has settled in. A few staff members are nervous around Covid-19 getting closer to the community. It has been highlighted that in changing times maybe facilities will need to become available for our trans gender students - EOTC forms, toilets etc (unisex) more so around the gym and Physical Education. This is a conversation that will be had in Term 2.

Student Report

Different start to the year, especially for our Y9 students as no big pōwhiri took place. Athletics and top team have started the year well with mixing up year levels in the house groups. Mask usage for the students has dropped off a little after starting out well at the beginning of the year.

Breakfast club has started again. It is now in the pavilion. Numbers are slightly lower than normal due to the mask wearing inside. This is being run by students and rotary members on a roster. The current student leaders are liking the new framework around mentors for Head Students, Prefects and House Leaders.

Junior Literacy and Numeracy 2021

The board would like to thank Tina Youngman and Loretta Goodhue for your report.

Junior AMPS 2021

The board would like to thank Andrew Cameron for the report.

Charter 2022 inc Strategic Plan and Targets & 2021 Analysis of Variance

Read and discussed

“the Board moves to accept the Charter for 2022 and the 2021 Analysis of Variance, after typo edits have been completed”
Hacker / Tilsley - Carried

Policies

- 2.1 Board Roles and Responsibilities – as read Tilsley / Wilkinson - Carried
- 2.9 Chair’s Role Description – as read Tilsley / Wilkinson - Carried
- 2.19 Delegations List - as read earlier Hacker / Wilkinson - Carried
- 2.19.1 Principal’s Delegation – as read Buchanan / Tilsley - Carried
- 2.21 Trustee Register – altered and inserted into the policy folder Hacker / Wilkinson - Carrier

Finance

“the Board moves that payments for November/December totalling \$ 613,418.46be passed for payment and that the November/December accounts be adopted as a true and correct record as discussed at the Board Finance Meeting 17 February 2022” Tilsley / Buchanan - Carried

“the Board moves that payments for RTLB November/December totalling \$ 96,874.30 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 17 February 2022” Tilsley / Buchanan - Carried

“the Board moves to approve the draft Budget for Paeroa College 2022” Tilsley / Buchanan - Carried

“the Board moves to approve the budget for RTLB for 2022” - Hacker / Wilkinson - Carried

“the Board moves to approve the SAAR Report” - Wilkinson / Tilsley - Carried

“the Board moves to approve the Leave Liability Report” - Hacker / Tilsley - Carried

“the Board moves to approve the PayRoll Error Report” - Hacker / Tilsley - Carried

“the Board moves to approve the continuation of cyclical maintenance contract”
- Hacker / Buchanan - Carried

Property

New ride on mower is to be purchased. Lester is to look at both options and decide between the Husquarna 42" and the Stiga 48' from Valley Chainsaws.

Buchanan to have a conversation with members from the Paeroa Tennis and Squash Club around the tree roots and pipes etc. This work is approved in principle.

P5 is nearly finished and the work continues on the science building to be completed at the end of term 1 holidays.

Possible projects for 2022 are the netball courts, finishing the pavilion upgrade and the Waharoa.

Health & Safety – Red Light Plan and Continuity Plan

“the board moves to approve the Covid Response Business Continuity Plan” - Hacker / Hill – Carried

“the board moves to approve the Year 9 camp to go ahead” - Hill / Wilkinson – Carried

Hill left the meeting at 6.30pm

Discipline

N/A

Sport

Discussion around going forward and how vaccination will affect intra and inter-school sport within the school.

Administration 30th May Meeting Hacker will be at the SPANZ Conference – so may be changed to Thursday 2nd June. This is to be confirmed closer to the time.

“the board moves to approve the election date for 2022 is the 23rd September 2022”

- Hacker / Wilkinson - Carried

Correspondence In: WSP Notice re Covid-19 - as read
Owen McLeod & Co – Statutory Annual Audits – as read and signed
PPTA Paid union meeting Thursday 24 February – as read

Correspondence Out: Bill Tissingh
Marcus Freke – Ministry of Education

General Business

N/A

Items for the next agenda

Gift for Bill Tissingh – for May meeting
H Buchanan to investigate school beanie for 21 March meeting.
Co-opting a new member – ideas to be discussed - March
Caretakers shed – A new one to be discussed at the May meeting.

Buchanan closed the meeting with prayer

Next Meeting 21st March 2022 Meeting Closed at 7.15pm