

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees  
held in the B1 at 4.30pm on Monday 21 March 2022

**Present:** Conall, Amy, Larn, Ursula, Jo, Steven & Hamish. Hill left the meeting at 6.00pm.

**Apologies:** N/A

**In Attendance:** Yolande Lowe, Miah Williams arrived at 4.30pm

**Wilkinson opened the meeting with a karakia.**

**Confirmation of Minutes**

“THAT the Minutes of the monthly meeting held on Monday 21<sup>st</sup> February be confirmed as a true and correct record.”

Hill / Hacker – Carried

**Matters Arising**

Coffee Machine still being worked on by Johnson and Hacker

**Chairperson's comments**

N/A

**Health & Safety Events / Issues**

Currently under Red in the traffic light Covid-19 system.

**Principals Report**

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

**RTLB Report**

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

**Staff Report**

Teachers have enjoyed going back into the normal schedule after being in the “bubble school structure” for 2 weeks.

**Student Report**

Senior school has had a lower attendance during the “ bubble school structure”.

Good relationships have been built during this period within year levels.

Students are appreciative of the teacher support in regards to passing etc going forward.

Breakfast Club has been put on hold for the time being, and lunch time activities and student council were also put on hold.

Beanie presentation was to be passed by student council, so will be presented at a later date.

Johnson and H Buchanan left the meeting at 4.40pm as the below presentation contained information around students and staff.

**Final NCEA Results 2021**

Miah Williams presented this report. The Board would like to say thank you.

Miah Williams left at 5.34pm

**Final Head of Learning Area Reports 2021**

Thank you to all the Heads of Department of 2021 for your reports.

**2022 Annual Plan update**

Read and discussed.

## **Policies**

- 2.2 Responsibilities of the Principal – Item 2 to be removed  
Item 14 per staff member per annum to be added
- 2.10 Staff/Student Trustee Role Description – **Move to the May meeting**
- 2.11 The Relationship between the Board and the Principal - approved
- 2.12 Principal's Performance Management – **Move to the May meeting**

“the board moves we replace in the Paeroa College Policy documents, the term chair with presiding member. Wilkinson / H Buchanan - Carried

## **Finance**

“the Board moves that payments for January/ February totalling \$546,042.00 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 17 March 2022” Buchanan / Hacker - Carried

“the Board moves that payments for RTLB January/February totalling \$42,055.00 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 17 March 2022” Buchanan / Hacker - Carried

The 2021 EOY audited accounts will need to be approved via email as the next Board meeting is after 1 May 2022.

“It was agreed at the Paeroa College Board of Trustees meeting held on Monday 21<sup>st</sup> March to apply to Akarana Community Trust for a donation to cover the costs of photography equipment for the school up to the value of \$10,000. I certify that this is a true and correct record of a resolution passed at this meeting Wilkinson / Johnson - Carried

## **Property**

“the board moves to accept the quote from Direct Treescapes for \$7245.00 to complete a root trim and instal a barrier. Limb and small tree removal up to the value of \$1.5k is also approved”.  
Wilkinson / Johnson – Carried

The property committee will initiate a consultation process around the waharoa in Term 2.

## **Health & Safety**

As part of the Principal's report. A Health & Safety plan will be put together by the Health & Safety committee as communication from the Ministry evolves in relation to Covid-19.

## **Discipline**

N/A

## **Sport**

Trials and musters are starting this week. We have more teams than we have ever had before. This year's new uniforms have been purchased.

## **Administration**

Co-opting a new member for the Board – Board members to provide Buchanan with a list of names of persons of interest to invite to our next meeting.

Policy Format – These were sent out in an electronic form. Hill, Buchanan and Hacker to continue to have a paper copy.

School Promotion – The Board is wanting to celebrate our student and school success in print media more frequently.

An increase in funds may need to increase to promote Paeroa College in print media.

**Correspondence In:** Yolande Lowe – Resignation as BoT secretary  
Miah Williams request to apply for a Bilingual Education Study Award  
Helen MacDuff request for leave – approved

**Correspondence Out:** Amy Hacker  
Chris Patten  
Tracey Ellery  
Kerrin O'Connor

**General Business**  
N/A

**Items for the next agenda**

Buchanan closed the meeting with prayer

Next Meeting 2 May 2022                      Meeting Closed at 7.33pm