

CONFIRMED

Minutes of the monthly meeting of Paeroa College Board of Trustees
held in the B1 at 4.45 pm on Thursday 30th May 2024

Present: Jo Tilsley (Chairperson), Kieran Udy, John Dustow, Grant van de Wetering, Chrissie Te Tiera (late)

Apologies: Conall Buchanan (Presiding Member), Seth Seerup,

Moved 'That the Apologies be sustained'

- Carried

In Attendance: Maureen Jackson (minute taker)

Jo welcomed everyone to the meeting.

Confirmation of Minutes

"THAT the Minutes of the monthly meeting held on Thursday 2nd May 2024 be confirmed as a true and correct record with the noted amendments."

John / Kieran

– Carried

Matters Arising

N/A

Presiding Member's comments

N/A

Health & Safety Events / Issues

Nothing to report

Key Strategic Matters

Principal's Report

Move 'that the report be received'

Kieran / John

– Carried

1. End of year functions for staff and BOT – recommend that, in the current economic environment, that the BoT fund one function for staff and trustees combined. Decision to be made at the next meeting.
2. H&S PPTA course has been cancelled due to lack of interest.
3. Whānau hui was successful. Advisory group will be created to progress any recommendations.

RTLB Report

Move 'that the report be received'

Kieran / John

– Carried

1. Paeroa Central school has been well supported through a recent tragedy.
2. Staff numbers to be confirmed by end of May. This will be an annual review.

Staff Comment (Grant)

1. Staff feeling pressures with illness and lack of relief staff.
2. Overall, positive outcomes with students.
3. Overseas exchange students – have all expressed how much they have valued their time at Paeroa College.
4. Year 11 school camp – Approved.

Student Comment (Seth)

N/A

Strategic Monitoring

1. Senior NCEA progress

Tracking fine for this time of year. Better picture will be had at end of term. Focusing on UE students (including Physics and Art students).

2. Year 9 Literacy and Numeracy baseline

Teacher Only day May 31st – looking at what ‘effective teaching’ looks like at Paeroa College, focusing on literacy and numeracy.

Policies

1.13	The relationship between the Presiding Member and the Principal	Approved
2.11	Behaviour Management	Approved
2.29	Attendance Policy	Approved
2.32	Responsible motor use policy – School vehicles Modify ‘have no level of alcohol in their system...’ to ‘Have no level of alcohol or substances that may impair judgement while driving’	
2.21	Bullying Prevention	Approved
2.28	Privacy Policy	Approved
	DRAFT: Learning Support Policy	Approved

Move ‘that the above policies be adopted with the changes noted’

John / Chrissie

- Carried

DRAFT: Banking policy

- Replace specific service providers (Xero, Westpac) with generic referrals
- Reword to ‘Cash advances are strictly prohibited unless permitted by the Principal’
- Kieran to check as to whether cash advances can be done using a credit card
- Include appropriate use of a Debit card

To be reviewed at next meeting.

Finance and Property

Move 'that the minutes for the Finance and Property Committee held 22 May be received'

Kieran / Jo

- Carried

Move 'that the Board moves that payments for April totalling \$389,026.59 be passed for payment and that the April accounts be adopted as a true and correct record as discussed at the Board Finance Meeting May 2024'

Kieran / Jo

– Carried

Move 'that the Board moves that payments for RTLB April totalling \$25,718.07 be passed for payment and that the April accounts be adopted as a true and correct record as discussed at the Board Finance Meeting May 2024'

Kieran / Jo

– Carried

1. Audited accounts are not yet available. Need to be adopted at the next meeting.
2. Relief staff costs are high currently.
3. Paeroa College Trust – still need to transfer the upgraded courts to Paeroa College appropriately. Professional advice required - Jo to check with accountant, Kieran to get legal advice from SPANZ .

Health & Safety

N/A

Discipline

No meetings this month.

Sport

Some good results from winter sports teams.

Administration

1. Bus route optimisation – Kieran has met with schools concerned. Date now pushed out to later in the year.

Move 'that the Board move into Public Exclusion' at 5.50pm

John / Chrissie

Move 'that the Board move out of Public Exclusion' at 6.30pm

Grant / John

Correspondence In:

Funding Application – Darren van de Wetering

It was agreed at this Paeroa College Board of Trustees meeting held on the 31st May 2024 to apply to Akarana Community Trust for a donation to cover part of the costs of a new laser cutter for the Technology Department.

I certify that this is a true and correct record of a resolution passed at this meeting.

Moved: Chrissie

Seconded: John

– Carried

Tina Youngman – Leave Application 2024

Lisa Craggs (RTL) – Leave Request 2024

Loretta Goodhue – Parental Leave

Open A Netball – Fundraising Request

EOTC event request – Massey University, Palmerston North

EOTC event request – Victoria University and Massey University, Wellington

Correspondence Out: Penny Cox – Study Leave 2025

Sally Dustow – Leave Request 2024

Darren van de Wetering – Study Leave 2025

Miah Williams – Leave Request 2024

Ally Twiss – Sabbatical 2025 (RTL)

Next Meeting **Monday 24th June @ 5.30 pm**

Meeting Closed at 6.31pm

Apologies: John Dustow