



Board of Trustees Meeting – July 1st 2019

Present: Stacey Honeywill, Antony Deaker, Tristan Port, Katie Peppercorn, Bex Williams, Claire Reid

NOMINATIONS FOR THE NEW CHAIR OF THE BOT

Motion: *That Antony Deaker is the Chair of the BOT.*

Moved: *Tristan Port* **Seconded:** *Katie Peppercorn - carried unanimously*

Welcoming the new BOT- introductions and discussed the composition of the board.

MINUTES FROM THE PREVIOUS MEETING

Motion: *That the minutes are accepted from the Board of Trustees meeting on May 20th.*

Moved: *Katie Peppercorn* **Seconded:** *Ant Deaker - carried unanimously*

CORRESPONDENCE

Principals will be undertaking a partial strike, as a result of the last offer from the Ministry of Education. This strike will involve halting all interactions with the MOE until 16 August 2019.

Motion: *That the correspondence was received.*

Moved: *Ant Deaker - carried unanimously*

PRINCIPAL'S REPORT

Appointments

Peter Norrish, Chris Slabbert, and Mikaela Wilson have been appointed to permanent roles to the school.

Fire

It has been brought to the attention of the Board that the school lacks a source of high-pressure water, which would be needed in the case of a fire. This means that the school needs a water tank, however, more information is needed regarding the size and location. Multiple sources for funding will need to be sought. In addition, further investigation will be needed in the current fire alarm procedure for after-hours monitoring.

Motion: *That the Principal's report is received with thanks.*

Moved: *Ant Deaker - carried unanimously*

GENERAL BUSINESS

Mid Year Data

Writing isn't progressing as quickly as expected. Stacey will suggest to teachers to return to a more structured and classwide type of writing instruction. The writing competition, however, was very successful and the writers that came to the school greatly motivated the students.

Flu

The impact of the flu and general sickness in the school and the general population has been worrisome this term. Handwashing before morning tea and lunch will be required.

Motion: *New healthy habits will be encouraged.*

Moved: *Katie Peppercorn* **Seconded:** *Claire Reid* - carried unanimously

Financial Report

The net working capital is where it is because of the extra money the school has received from the MOE based on increases in the roll. We are in a good position. Photocopier lease charge may be incorrectly coded hence the discrepancies compared to the budgeted amount.

Motion: *The financials are accepted as satisfactory.*

Moved: *Tristan Port* **Seconded:** *Antony Deaker*

Property Report

Rent review should be undertaken regarding the schoolhouse as the lease is coming to an end. Emergency lights and outdoor lights have been replaced and fixed at the Playcentre and around the school. The school should have a look at future plans for classrooms and students. The largest impediment is the Playcentre at the moment. The BOT needs to meet with the Playcentre to inform them of these discussions. The BOT has agreed via email to accept the initial 10-year property proposal.

Policies and Procedure

School Docs has been reminding Stacey about policies and there is no change.

IN COMMITTEE

The meeting moved to in committee at 7:30 pm.

Meeting came out of in-committee and closed at 7.40 pm.

Action List From Meeting

Action	By Who
Ring Wormald about fire alarm procedure	Tristan
Investigate the code for the photocopier charges	Cori
Encourage hand washing before eating	Stacey

Next meeting scheduled for 5.45pm Monday 12th August 2019

Chairperson

Date