



## Board of Trustees Meeting – December 14 2020

**Present:** Tara O'Neill, Antony Deaker, Bex Williams, Claire Reid, Katie Peppercorn

### MINUTES FROM THE PREVIOUS MEETING

Two minor amendments from the minutes of the previous meeting.

**Motion:** *That the minutes of the last Board of Trustees meeting are accepted.*

**Moved:** Ant Deaker **Seconded:** Claire Reid

### CORRESPONDENCE

Ant has received correspondence from Warrington School and Sawyers Bay regarding the enrolment zone for Waitati School. The feedback has been positive.

**Motion:** *That the correspondence was received.*

**Moved:** Ant Deaker - carried unanimously

### PRINCIPAL'S REPORT

The Board notes that the search for the two open positions was successful, the two preferred candidates have accepted their offers, and we have let those not successful know. BOT meetings have been set and the BOT has discussed any possible repercussions from the new Privacy Act 2002. The Charter is a living document (and any additional feedback is welcomed) that will be amended once the new advice is released from the Ministry with regards to the new Education Act.

**Motion:** *That the Principal's report is accepted.*

**Moved:** Bex Williams **Seconded:** Katie Peppercorn

### GENERAL BUSINESS

#### Replacing BOT Members

BOT election will be held at the beginning of next year.

#### Roll Growth Zoning Scheme

Next steps will occur as directed by the MOE next year.

#### Financial Report

The monthly reports show the school is in a good financial position. The draft has been reviewed and the BOT suggests budgeting all the money for the year instead of leaving a small surplus. The budget is open to suggestions and feedback.

**Motion:** *The financials are accepted as satisfactory.*

**Moved:** Claire Reid **Seconded:** Bex Williams

### PROPERTY REPORT

ILE and SIPS project is scheduled during the Easter holiday. Plans are being made for relocating paperwork and the printer. And the BOT would like to thank the PD workers for maintaining and clearing the school grounds. The septic tanks are being refilled and once they are high enough to trigger the pump again the plumber will return and check everything.

**Moved:** Claire Reid **Seconded:** Ant Deaker

**Policies and Procedure**

The BOT to review upcoming policies on School Docs especially the privacy policy and storage of relevant documentation.

**In committee: 7:51**

**Out of in committee: 8:07**

**Meeting ended at 8:20pm**

**Action List From Meeting**

Action	By Who
Playground safety check and outsourcing	Tara
Returning officer obligations for election of 2021	Cori
Enrollment Scheme next steps	Tara

**Next meeting scheduled for 5.45pm Monday 22nd of February 2021**

*Anty Deah*

**Chairperson**

*1/3/21*

**Date**