

OPUA SCHOOL BOARD OF TRUSTEE MINUTES

16th February 2015

Meeting Started 6.58pm

	SUMMARY NOTES ON ITEM	ACTIONED by Who and When
<p><u>1. Administration</u> 1.1 Present 1.2 Apologies 1.21 Letter of resignation from AT 1.3 Welcome 1.4 Declaration of Interests 1.5 Minutes of last meeting 1.6 Election of Chairperson. 1.7 Matters Arising from previous minutes</p>	<p>1.1 Margaret Lange, Roger Young, Charles Parker, Simon McGowan, Melanie Going, Malcolm Shaft 1.2 Amanda Turner 1.21 Letter attached. With regret the Board accepted AT's letter. The Board asked SM to write Amanda a letter and possibly get her a gift in thanks for her contribution to the Opuia School Board of Trustees. Motion: To delay until next meeting a decision regarding replacing Amanda or not. <p align="right">Moved RY seconded SM/ carried unanimously.</p> 1.3 Gillian Kearney, Paula Nobbs 1.4 Nil 1.5 Taken as read and correct ML/SM 1.6 RY stepped down as Chair. SM nominated himself to step in as interim Chair, ML seconded. Carried unanimously. SM asked for nominations of Chairperson: MS nominated RY, MG seconded No other nominations Roger Young was duly elected Opuia School Board of Trustees Chairperson for 2015. 1.7 Nil</p>	<p align="center">SM</p>
<p><u>2. Principal's Report</u> 2.1 Matters Arising</p>	<p>2. Taken as read and confirmed ML/MG 2.1 The Board would like to minutes to reflect their appreciation to all teaching staff for the dedication and perseverance in the wake of the disruption from the construction process last year. The achievement results reflect their hard work and professionalism.</p>	
<p><u>3. Strategic Planning Review</u></p>	<p>3. Tabled</p>	
<p><u>4. Policy and Procedure Review</u> 4.1 Legal Responsibilities Policy 4.2 Trustee's Code of Behaviour Policy</p>	<p>4.1 No changes 4.2 No changes</p>	
<p><u>5. Finance Committee's Report</u> 5.1 November Report 5.2 December Report 5.3 January Report</p>	<p>5.1 Taken as read and correct MS/SM 5.2 Taken as read and correct MS/SM 5.3 Taken as read and correct MS/SM (Maree to put the Fixed Asset Register on next month's Agenda)</p>	
<p><u>6. Property</u> 6.1 Property Report 6.2 Matters Arising</p>	<p>6.1 Taken as read and correct ML/SM 6.2 Nil</p>	
<p><u>7. General Business</u> 7.1 Local Elections 7.2 Parking 7.3 Pantomime</p>	<p>7.1 Motion: That the Opuia School Hall be used by the Electoral Commission on the 28th March for the Local By-election. <p align="right">RY/SM carried unanimously</p> 7.2 Ongoing – progress being made. 7.3 MS passed on his, and the Opuia Cruising Club's appreciation to Margaret and her class for their participation in last year's panto.</p>	<p align="center">SM MS</p>

<p>7.4 INTO COMMITTEE 7.46pm OUT OF COMMITTEE 9.05pm</p>		
<p><u>8. Correspondence In</u> 8.1 Letter from Public Health Nurse</p>	<p>8.1 Tabled</p>	
<p><u>9. Meeting Closure</u> 9.1 Comments on this meeting procedures and outcomes 9.2 Preparation for next meeting [Date, Time, Location] 9.3. Identify Agenda Items for Next Meeting 9.4 Time of Closure</p>	<p>9.1 Forms filled in (attached in file) 9.2 March 23rd. 9.3 Please contact Roger directly if you would like anything on the next Agenda. 9.4 9.07pm</p>	