

Present: Liz Rhodes (Principal), Dan Ormond(Chairperson), Mary-Ann Butterfield, Glen Burdon,  
Debbie Chitty, Chandra Littlewood, Mike Brown

Apologies: Mark Vivian, Nick Simcock

In Attendance: Fee Lowndes

## 1.ADMINISTRATION

### Conflicts of Interest

- Mark Vivian - 1) Board member, Board of Trustees, Scots College & 2) Advisor, Swivel Careers
- Debbie Chitty - Director, Brooklyn Central Health 2005 Limited
- Dan Ormond - Working with Wellington Water on Community Engagement

## 2. STRATEGIC DISCUSSION

### 2.1 Property Update

The board thanked everyone for all that has been done to date. All is progressing well.The board would like to also acknowledge Mike Brown's input to date.

Board discussed Newtown School evening and how well it went. It would be great to offer this again at a later date. There was great collaboration between teachers and board members answering questions.

The Monthly Steering Group met on 6 November. Board discussed and updates to be provided to the board after their meeting.

### 2.2 Strategic Direction

Liz discussed strategic direction/plan.

### 2.3 Learning Support

Liz presented Clint Brandon's Learning Support report.

Board discussed the children's progress and achievement and will look to investing in similar levels of learning support for 2019.

Signed .....  
Chairperson  
Board Minutes

Date ..... 6 Dec.....

**2.4 Landscape Update - presented by Liz Rhodes**

Updated costings for detailed designs for tree area have yet to be received from Sarah Poff. Board discussed requiring quotes before going forward.

**3. PRINCIPALS REPORT**

Liz presented her report - circulated and taken as read.

School Roll as at 8 November - 452

**NAG 6: ADMINISTRATION**

**School Policies**

Harassment Policy - reviewed and approved

Improving Educational Outcomes for Maori Students - reviewed and approved

**Action Point #1:** Share OTJ for reading at next board meeting - Liz

**Action Point #2:** Get password for Mike Brown for School Docs - Liz

**4. ADMINISTRATION**

**4.1 Finance**

**Motion:** to approve August payments of \$64,949.17  
Chitty

**Moved Butterfield/Seconded**

**Motion:** to approve September payments of \$79,777.07

**Moved Butterfield/Seconded Chitty**

**Accounts**

**Motion:** to ratify August payments of \$64,949.17

**Moved Butterfield/Seconded Chitty**

**Motion:** to ratify September payments of \$79,777.07

**Moved Butterfield/Seconded Chitty**

Board has approved \$10,000 from CAPEX budget for new iPads for Moea Syndicate. This is to complement BYOD in the syndicate.

**Moved Butterfield/Seconded Burdon**

Signed .....  
Chairperson  
Board Minutes

Date ..... 6 Dec .....

**5. STAFF UPDATE - Presented by Glen Burdon**

Overview has been on "Change"

Syndicate Focus -Tui, Swimming

Kiwi, BEST Kiwis and Old Brooklyn

Takahe, Technology and change; speeches

Moa, Pocket of Health

**Community Partnership**

**Update - presented by Chandra Littlewood and Debbie Chitty**

Update given and we are still awaiting quotes from agencies. We also need to check in with Sarah Poff for the updated plans with the scope of getting things underway over summer 2018/2019.

**Quiz Update - presented by Glen Burdon**

Quiz committee have a meeting scheduled for Friday 9 November. Board agreed on float of \$250.

**Action Point #3 - Send out a reminder for Quiz tickets, raffles and silent auctions - Fee**

Board agreed on \$25 per head for E.O.Y Staff Xmas Function **Moved Ormond/Seconded Butterfield**

**6. BOARD ADMINISTRATION**

**Confirmation of minutes**

The minutes of the meeting 6/18 were accepted and confirmed as a true and accurate record of the meeting.

**Moved Butterfield/Seconded Littlewood**

**Correspondence**

**Inwards**

MoE

Property

DGSE

Property

TBIG

Property

STA

STA new August, September, Oct 2018 issues

MoE

Education Gazette August, September, October 2018 issues

Kahui Ako

Signed .....

Date ..... 9 Dec .....

Chairperson

Board Minutes

Vogelmorn Foundation	Grant Application
Deloitte	Statutory Annual Audit
Parent	Out of Zone Application
Parent	Out of Zone Application
Parent	Out of Zone Application
Korrie Hodes	Letter

**Outwards**

MoE	Property
DGSE	Property
TBIG	Property
Parent	Out of Zone Application
Parent	Out of Zone Application
Parent	Out of Zone Application

The meeting closed at 9.10pm  
Liz Rhodes, Glen Burdon and Fee Lowndes left the meeting

**7. In Committee**

Personnel (PEB)

Dan moved that the public be excluded from the next part of the meeting. On the grounds are that the matter is to protect the privacy of an individual (or of individuals). This motion is proposed to comply with Section 48 of the Local Government Official Information and Meetings Act 1987

**Moved by Dan as Chair/Passed unanimously**

The public part of the meeting resumed at 9.50pm  
The meeting closed at 9.50pm

Next meeting: Thursday 6 December @ 6.30pm

**SUMMARY OF ACTION POINTS**

**Action Point #1:** Share OTJ for reading at next board meeting - Liz

**Action Point #2:** Get password for Mike Brown for School Docs - Liz

**Action Point #3:** Send out a reminder for Quiz tickets, raffles and silent auctions - Fee

Signed .....  
Chairperson  
Board Minutes

Date ..... 6 Dec.....