

NORTH LOBURN SCHOOL BOARD OF TRUSTEES

MINUTES OF BOT MEETING
Tuesday 30th October 2018 7:00pm

1. Administration

Present: Darryn Ward, Andrew Wells, Anne Hughes, Anne Murphy,
Paul Simpson (late)

In Attendance: Jenny McClintock

Apologies: Sabrina Ilett, Mark Stephens

Declaration of Interests: None

Confirmation of last month's Minutes

Matters Arising: None

Moved that these minutes are a true and accurate record of the meeting.

Moved: Darryn

Seconded: Anne H

Carried.

Signed:.....

2. Main Focus of Meeting

- ❖ Vice President appointed -

**Moved that Anne Murphy be appointed Vice Chair of NLS Board
Of Trustees.**

Darryn Ward / Andrew Wells - Carried

- ❖ Formal Complaints Policy - extensive discussions were held around this policy,
with wording agreed upon and amendments made.

3. Monitoring

Correspondence In

MOE - Education Gazette
NZ Teacher Mag
NZ Principal
School Docs - Policies & Procedures
School Admin - School bus H&S audit
Letter from new auditor
NZEI - Upcoming rolling strikes

Correspondence Out

Administration

- ◆ Opening roll – 130

Finance and Monthly Audit

This screenshot shows the cash received and cash spent for September across all accounts.

Bank Summary
North Loburn School
From 1 September 2018 to 30 September 2018

Bank Accounts	Opening Balance	Cash Received	Cash Spent	Closing Balance
North Loburn 5YA Account	17.32	0.00	0.00	17.32
Westpac Grants Account 01	42,631.08	36.28	7,900.00	34,767.36
Westpac Investments	25,000.00	0.00	0.00	25,000.00
Westpac Online Saver	8,104.04	540.64	0.00	8,644.68
Westpac Trust Account	41,039.87	17,297.40	46,402.91	11,934.36
Total	116,792.31	17,874.32	54,302.91	80,363.72

- We have had a new auditor appointed for the school from BDO - meeting 27th November.
- Our monthly expenses for September were \$ 12,103.79 (excluding wages)
- Our monthly banking for September amounted to \$4,758.84 (this included \$2434.77 for MOE special needs income)

Current accounts as of 25th October

Bank	
North Loburn 5YA Account	17.32
Westpac Grants Account 01	34,767.36
Westpac Investments	25,000.00
Westpac Online Saver	9,184.68
Westpac Trust Account	70,370.03
Total Bank	139,339.39

4. Discussions

Principal

Darryn presented his Principal's report (tabled).

Key Points:

- Darryn gave the Board an insight into the development of a reviewed Behaviour Management plan.
- PBT tech will be installing 4 new data projectors, with a teaching station for Kowhai. These have been purchased through a grant and North Loburn H & S.
- Puketeraki Teacher Only Day - 5th November 2018 - Rangiora High School.
- One family came forward for the Out of Zone enrolments for 2019.

Moved that the Principal's report be accepted.

Moved: Darryn

Seconded: Anne M

Carried.

Curriculum - Staff Report

Anne Hughes reported on recent school events.

Key Points:

- Senior School Athletic sports ran very smoothly - 40 children have qualified for the Tri Schools sports and 20 for Rakahuri athletics sports.
- Term 4 theme - Back to the Future
- Band - the band will visit Chisnallwood Intermediate to further develop their knowledge and skills - a huge thank you to Elizabeth Fleming.

Moved that Anne's Report be accepted.

Moved: Anne

Seconded: Darryn

Carried

Home & School

Anne Murphy reported on recent H & S events.

Key Points:

- Tickets are selling well for the Xmas Dinner fundraiser - 1st December.
- Motorhome Rally - upto 50 Motorhomes will be using our school grounds 2-4 Nov
H&S will be providing a BBQ lunch on the Saturday.

Moved that Anne's Report be accepted.

Moved: Anne

Seconded: Andrew

Carried

Property Projects

1. Pool - filling nicely and chemical levels are sitting nicely - a huge thank you to Ken Hawke. The pool cover has been repaired.
2. Bike track - due to be smoothed and rolled for the student to use.

Personnel

1. Moved that Mrs Kim Birchler be appointed as the teacher in Rimu for 2019 as a full Time fixed term contract.

Darryn Ward / Anne Murphy - Carried

2. In committee discussion

Moved meeting to go into committee 8.24pm. Darryn Ward /Anne Murphy Carried.

*** PUBLIC EXCLUDED SESSION **Motion: Moved Principal**

That the public be excluded from the following proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information & Meetings Act 1987 for the passing of this resolution is as follows:

General subject of matter to be considered: Contract discussion

Reason for passing this resolution in relation to each matter

Ground(s) under Section 48(1) for the passing of this resolution

Good reason to withhold exists under Section 7(2)(a) 48(1)(a)

This resolution is made in reliance on Sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6, Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

- *For reasons of legal and professional privilege and to protect the privacy of natural persons.*

Motion: Moved Principal

That the meeting resume in the public session at 8.34pm and confirm that the business discussed in the public excluded session remains confidential to the Board.

Darryn Ward / Anne Hughes - carried

Health and Safety

1. H&S check - completed
2. Bus report - bus audit sent to the MOE

Planning and Self Review

Policies for review this term: Read for review at next meeting

- Harassment
- Religious Instruction
- Improving Educational Outcomes for Maori students

5. Items for the next meeting

Signing cards

Setting 2018 meeting dates

Review Term 4 policies

Next meeting **4th December 2018 7pm**

