

Hauraki School
BOARD MEETING MINUTES

Monday 30 October 2017
4.30pm

Present: Grant Signal (Acting Chair & Treasurer), Jennine Cassidy (Secretary), Melanie Toft, Logan Burson, Christopher Pipes & Clarinda Franklin (Principal)

Apologies: Brendon Clark, Lucy Moffitt

Previous Minutes: Read and Accepted by Grant Signal & Melanie Toft.

Matters Arising:

- We are still reviewing our options with regards to the Te Reo programme. We don't want to rush into anything without a strategy around sustainable upskilling of our staff in this area, and need an indication of what budget is needed.

Treasurers Report: Read and Accepted by Jennine Cassidy & Christopher Pipes.

- 2018 Budget – the annual budget for 2018 is underway, some input from the strategy planning is needed to complete a draft. **Action: Clarinda to provide Grant resourcing themes from the strategy planning work shop.**

Principal Report: Read and Accepted by Grant Signal & Jennine Cassidy

- The roll is sitting at 516 verses 436 for the same time last year.
- Meetings were held with Rob Gunter and Fat Parrot Architects to finalise plans for the upgrade of room 5, 6 and the senior block. The Board unanimously voted to go ahead, providing we include a cancellation clause, should our property plans change.

Policies:

The following policy was reviewed in accordance with our strategic Aim 2.10, which complies with all MOE requirements: *Special Needs Policy*

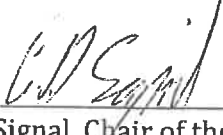
The Board is satisfied that the Special needs policy is now ready to be signed off and updated on the school website. **ACTION: Brendon Clark to sign off.**

General Business:

- Melanie Toft suggested that we might need to look at a Restraint Policy in line with new regulations. **ACTION Melanie Toft to research.**
- The Board reviewed the request from Grant Thomlinson for a Defibrillator. noted that the nearest defibrillator is 900 meters away at Medplus and that we have on two occasions managed to get a doctor to the school within 3 minutes therefore the Board is comfortable that investing in a defibrillator at school is not a priority. The Board is comfortable if Grant Thomlinson wishes to seek sponsorship for a defibrillator independently and thank him for his considered petition to the Board on this matter.
- Following a Board/Staff strategic planning meeting, and the community and student surveys, we are now ready to start working through the draft Strategic plan. **ACTION: Clarinda Franklin to share the themes with the board before the next board meeting for input into the 2018 budget.**
- Logan Burson presented Accelerating Learning in Literacy (ALL) report to the Board. It was most certainly a highly engaging, interesting and motivational learning experience, and we will look to develop this style of learning further.
- We will look to review our cash payment facilities to make it easier for parents to pay fees digitally, donations etc. **ACTION: Grant Signal/Clarinda Franklin to look at on-line payment options/costs and Apps.**
- Is access to the school pages private enough was raised in the recent school survey as a concern for some parent. Should we look to add password protection or other security. **ACTION: Clarinda Franklin to discuss with Donna Golightly.**
- It was agreed that the 1st December would be the Board funded staff Christmas party. **ACTION: Jennine Cassidy to food, drinks and gifts.**

Meeting Closed at 6.30pm

Next Meeting: Monday 28th November, 5.30pm

Signed 
Grant Signal, Chair of the Meeting

Date: 16-11-17