

Hauraki School Board Meeting Minutes

Monday 20th September 2021
5.00pm

Meeting held via Zoom - Present: James Greenway, Jennine Cassidy, Sarah Keber, Sarah Heron, Matthew Manning, Logan Burson, Christopher Pipes & Principal Clarinda Franklin.

Apologies: None

MINUTES OF PREVIOUS MEETING:

That the minutes of the previous meeting held 8th August 2021 having been distributed are approved. **CARRIED**

Matters Arising:

- No matters arising.
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REPORTS

Principals Report Clarinda presented her report and took questions from the board.

Financial Report: There was no August report because of lockdown it will be a combined August and September report. However, Sarah did note:

- As at the end of July: 71% of income has been received; 48% of expenses and we have spent approximately 1/3 of the Fixed Assets Budget.

Property Report Clarinda

- Clarinda advised the board that the MoE have now indicated their agreement in writing to update the 10-year property plan, including: Building Ownership – The MoE has agreed to ‘rename’ the building in the records that will reflect Block 13 is a music room and is 22% owned by the BoT, and that the BoT continue to own 80% of the hall building. Block 5 is 4 teaching space and are 100% owned by the MoE. Based on this the Board has agreed to sign off on the 10-year property plan.
- Clarinda received an update from the MoE in relation to the pool. They have now agreed there are sufficient areas that can be built on in future years to accommodate replacement roll growth and building as required, therefore they have agreed ‘in principle’ to the replacement of the swimming pool. They have asked Ignite Architects to explore and demonstrate the ability to move the pool as close to the Jutland Road boundary as possible, however in the meantime, we are now able to proceed with lodging funding requests and future planning. Clarinda has passed this information onto the Pool Committee.

POLICIES – The policies as noted below are approved for signing.

ICT Use and Safety: This was reviewed and while the board is happy with this policy, it was decided we need to add a new policy to work alongside this in relation to cyber-attacks and cyber security breaches. **Action: Matthew Manning to draft a policy and circulate, before the next board meeting.**

BOARD RISK REGISTER Nothing new to add at this time.

HEALTH & SAFETY

- Clarinda advised that we have recorded 1 accidental broken arm.

GENERAL BUSINESS:

- Clarinda advised that the MoE has agreed to fund the upgrade of the school fire alarm.
- Security Alarm – The new block is not hooked up to the school security. The Insurance company has been informed, and we are looking to get C3 or the MoE to fix and pay for this. Clarinda to keep the Board advised on the progress of this.

There being no further business James moved that the public part of the meeting be closed at 5.50pm.

Next meeting: Monday 8 November 2021

Signed: 
Chairperson, Board of Trustees

Dated: 8/11/21