

**Hauraki School
BOARD MEETING MINUTES**

**Monday 25th February 2019
7.30pm**

Present: Brendon Clark (Chair), Grant Signal (Treasurer) Jennine Cassidy (Secretary), James Greenway, Melanie Toft, Christopher Pipes & Clarinda Franklin (Principal)

Also present: Grant Thomlinson and Meena Dermott

Apologies: None

Previous Minutes: Read and Accepted by Brendon Clark & Grant Signal

Matters Arising:

- The Bullying Policy, Units Policy, Equal Employment Policy and Curriculum Expenditure Policies have all now been signed off.

Treasurers Report: Read and Accepted by Jennine Cassidy & Brendon Clark

- Nothing new to add at this time.

Principal Report: Read and Accepted by Brendon Clark & Grant Signal

- Clarinda Franklin thanked the Board on behalf of all the staff for the end of year Christmas drinks, nibbles and gifts.
- Clarinda Franklin presented to the Board the draft 2019 – 2022 Charter and Annual Plan for review and discussion. This is now ready to be submitted to the MOE.

Policies:

The following policies were reviewed: *Privacy Policy; Rehabilitation Policy; Equal Copyright Policy*

- Privacy Policy – No changes required at this time. **ACTION: Brendon Clark to sign off.**
- Rehabilitation Policy – No changes required at this time. **ACTION: Brendon Clark to sign off.**
- Copyright Policy - We need to confirm the Copyright Act 1994 is still current and relevant. **ACTION: Review and defer this until the next meeting.**

Risk Register:

- The Board established that a Health & Safety Plan around the demo and re-build was not required as this is completely covered by the main contracting company – C3 Construction.

General Business:

- The re-election of offices were confirmed, including the Chairperson (Brendon Clark), Treasurer (Grant Signal) and the Privacy office (Clarinda Franklin).
- Chris Pipes reviewed the emailed 2019 Camp Report. The Board acknowledged the outstanding efforts of Christopher Pipes, Clarinda Franklin and the rest of the staff and parents. The board unanimously agreed to pay the deposit and re-book for the 2020 camp.
- The Board choose the 2019 election date (Friday June 7th) and confirmed we will continue to use a non-staggered, 5 parent representative option. Clarinda Franklin asked Betty Sheena to be the returning office again.
- Property Update – The demolition process has gone well and the new build is scheduled to start in July. The additional car parking requirements have been addressed.
- Upgrade of the senior block – The building consent didn't come through on time; therefore it did not start over the Christmas Holidays as expected. Constructions is planned to start mid March start and will continue through the school holidays.
- Tomorrow's schools taskforce review. This is an important time in education, and we need to make sure we watch and comment on what is working and what is not. Thought needs to be given as to how we might involve the community.
- The current school pool requires new equipment at a cost of approx 10k. The Board accepts in principle provided any new equipment can be transferred to the new school pool. **ACTION: Review funding determination in term 3.**

- The Future of Education public meeting invitation has been extended to the Board.

Meeting Closed at 8.40
Next Meeting: 1 April 2019

Signed 
Chairperson, Board of Trustees

Date: 10 March 2019