

WHANGAPARAOA PRIMARY SCHOOL BOARD OF TRUSTEES*"To be the best you can be"*

**MINUTES of WHANGAPARAOA PRIMARY SCHOOL
BOARD of TRUSTEES MEETING
Thursday 23rd February 2017
In Staff Room**

1. Welcome / Introductions/Apologies/Conflicts of Interest

Meeting opened 7.20pm

Present: Kevin Cronin Brad Gibbons, Rhys Finn, Kaylea Bradshaw, Claire Scott,

Apologies: Deb Brewer, Donna Skyrme, Grant Willis

Visitors: Warren Steel, Gordie Palmer, Barbara Taylor

2. Appointment of Office Holders

Kevin opened the meeting and asked for nominations for the chair.

- Brad was nominated by Claire and seconded by Rhys

Kevin passed the meeting over to Brad

Brad asked for nominations for the deputy chair.

- Donna was nominated by Brad and seconded by Rhys

Confirmation of Meeting minutes

- October, November and December 2016 meeting minutes signed by Brad
- December minutes passed by Brad and seconded by Rhys.

Confirmation of Delegated Authority

- Board passes authority for the day to day running of the school to Kevin including a budget spend of up to \$10,000 without BOT approval
- Sign copies to be filed with BOT documentation

3. Regular review and reporting

Charter

- Charter has been discussed previously. Board is happy with this. Kevin to submit this to Ministry by due date of 1 March 2017

Budget

- 2017 budgets approved last year

- Kevin to provide an update as to how the year has started at the March BOT meeting

4. Principal's report


- Rhys to attend Health and Safety meeting once a term.
- Kevin moved that his report be accepted. Seconded by Brad.

5. Current Issues

- Discussed a fund for families who are facing difficulty with devices etc. Brad to put some ideas together
- Re correspondence from Bart Joy re dogs, Board agreed to respond as per Brad's proposal
- Brad to do letters of thanks to Debbie for her work on the bike track and Andrea and helpers for the One Stop Shop

6. Meeting Closure

Meeting went into committee at 8.45pm


Brad Gibbons
BOT Chairperson
31/3/17