

OPEN MINUTES OF THE WESTMERE SCHOOL BOARD OF TRUSTEES MEETING
HELD ON WEDNESDAY 19th FEBRUARY 2014

PRESENT :			
	J Cooper	F Laury	
	R Jones	C Marino	
	T McKee	S Pathak	
	I Thomson	B Walker	
IN ATTENDANCE :			
	J Lynch	(Deputy Principal)	
	R McColgan	(Deputy Principal)	
	H Lyle	(Board Secretary)	
Meeting Opened at 7.00 p.m.			
1.	Administration :		
	a) Speaking Rights for Non-Trustees :		
	Speaking Rights for Non-Trustee attendants was approved.		
	b) Apologies :		
	None		
	c) Declaration of Interest :		
	None.		
	d) Election of Board Chair :		
	I Thomson was nominated and unanimously elected as Board Chair.		
2.	Strategic Review :		
	a) 2014 Annual Report :		
	CM tabled the Maori data schedule for information purposes. It was agreed that the Annual Report be placed on the website and made available at the upcoming Board Information meeting.		
	CM to forward copies of the math report and homework report to SP.		
	b) Analysis of Variance Reporting :		
	A brief discussion took place relating to this report. CM confirmed that the targets set are achievable.		
	c) Charter 2015 :		
	The following amendments were requested :		
	<ul style="list-style-type: none"> • All School Strategic Learning Goal be amended to School Strategic Aspirational Goal. • Strategic Aim 2 : Goal to be amended to : By 2017 to have at least 90% of learners working with a year on year improvement • Strategic aim 3 : Review to include : Term 3 : Staff survey as measure for feedback on Studio Organisation 		
	Recommendation :		
	The Board provisional approves the 2015 Charter upon the above amendments being made.		
	Moved : F Laury		
	Seconded : R Jones		
	Carried		

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	d)	<p>2015 Budget : Recommendation : That the Board approve the 2015 Budget. Moved : I Thomson Seconded : J Cooper Carried</p>		
3.		Regular Review :		
	a)	<p>Principal Report :</p> <p>Delegated Responsibility for Deputy Principals in Principals Absence : Recommendation: That the Board directs that except where the Board, at its discretion, otherwise determines, the Deputy Principal (1) Julie Lynch (2) Rebecca McColgan shall, in the absence of the Principal from duty and for the full period or periods of such absence, perform all the duties and powers of the Principal. Moved : R Jones Seconded : F Laury Carried</p> <p>Audit & Compliance : CM recommends 1 x Priority 3 Out of Zone Ballot application for 2015. Recommendation : That the Board approved 1 x Priority 3 Out of Zone placement for 2015. Moved : C Marino Seconded : T McKee Abstention : 1 Carried</p> <p>EOTC NUONI Marae Trip : CM tabled the above EOTC forms for approval. JC reported that NUONI had received a grant in the amount of \$1,300 from the NZ Community Trust. A brief discussion took place relating to the problems experienced with booking the issues around the booking at Orakei Marae. Recommendation : That the Board approved the EOTC for the NUONI visit to Orakei Marae on 4 – 6 March 2015. Moved : I Thomson Seconded : R Jones Carried</p> <p>Employment : Recommendation : The Board ratified the following appointments : Amy Te Ohu : Fixed Term – Special Projects Sarah Rickards : Permanent Caitlin Smith : ORS Funded Teacher Aide Moved : S Pathak Seconded : B Walker Carried</p>		

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	b)	<p>Property Report : CM requested Board approval for the fee proposal from Brewer Davidson (\$6,000) for the design work on NUONI. We need this done so they can price the work to allow us to prioritise what we want done before July.</p> <p>Recommendation : That the Board approved the fee proposal for Brewer Davidson of (\$6,000) for NUONI design work.</p> <p>Moved : I Thomson Seconded : S Pathak Carried</p>		
	c)	<p>Self Review : A brief discussion took place regarding the BoT Review Timetable. It was agreed that SP update the timeline and circulate to all members.</p>	SP	
	d)	<p>BoT Open Evening : The following topics to be covered during the open evening :</p> <ul style="list-style-type: none"> • Property : Invite Brewer Davidson to present 3D presentation • NUONI development • 2014 Data / Standards • Leadership Structure • School Inclusion • Math Station • Spelling Station???? • SchoolDocs 	All	
5.		Administration :		
	a)	<p>Minutes of Previous Meetings : Recommendation : That the minutes of the Board of Trustees' meeting held on 19th November 2014 were accepted as a true and fair recording of proceedings.</p> <p>Moved : J Cooper Seconded : T McKee Carried</p>		
	b)	<p>Correspondence : All correspondence submitted was noted.</p>		
<p>In accordance with section 48(1) of the Local Government Information and Meetings Act 1987, the meeting moved into committee at 9.00p.m.</p> <p>The Meeting moved out of Committee at 9.35 p.m.</p>				
<p>Meeting Closed at 9.35 p.m.</p>				
<p>Approved on behalf of the Board of Trustees</p>				
<p>Ivanna Thomson Chair</p>			<p>Date</p>	