



MINUTES

1. Attendance and Administration

1.1. Present

Andy Williams (Chairperson), Cynthia Sampson (Deputy Chairperson), Linda Tame (Principal), Richard Baker (Deputy Principal), Cherrie Chubb (Parent Trustee), Vanessa Harwood (GBHS Home and School Committee Trustee), Xanthe Rose (Student Trustee), Coralie Stopford (Deputy Principal), Susi Struck (Parent Trustee) and Jude Edmondson (BOT Secretary - Minutes).

1.2. Apologies

Beverley Purdie (Manawhenua Ki Mohua Trustee), Gareth Batten (Staff Trustee).

1.3. Declarations of Interest

Nil

1.4. Speaking Rights

The Board of Trustees moved to give Coralie, Richard and Jude speaking rights.

AW/LT
Carried

2. In Committee PART A

Schedule 2A Resolution to exclude the public

s 48(3), (4), (5), (6)

Schedule 2A: inserted, on 1 October 1991, by section 8 of the Local Government Official Information and Meetings Amendment Act 1991 (1991 No 54).

Section 48, Local Government Official Information and Meetings Act 1987

I move that the public be excluded from the following parts of this meeting – namely the Golden Bay High School Board of Trustees meeting on 25 March 2019.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Items 2.1 to 2.4	Privacy	

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Good reason to withhold exists under section 7- Local Government Official Information and Meetings Act 1987

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—

(a) shall be available to any member of the public who is present; and

(b) shall form part of the minutes of the local authority.”

AW/LT
Carried

The BOT moved out of the confidential session at 7.20 pm.

3. Health and Safety	
3.1. Health and Safety Report	
<i>The Board of Trustees moved to adopt the Health and Safety Report.</i>	LT/AW
3.2. Deep Dive – Sun Protection	
Principal to provide copy of final procedures for BoT information.	
<i>The Board of Trustees moved to adopt the draft Sun Protection Policy.</i>	AW/CC Carried
4. High Priority Special Items for this Meeting	
4.1. Futures Workshop	
Linda ran 30 minute workshop for attendees as a precursor to 13 May workshop (which will follow Finance meeting). Focus on importance of flexibility and adaptability in futures planning.	
5. Principal’s Report	
<i>The Board of Trustees moved to adopt the Principal’s Report.</i>	LT/AW
<i>Motion: That the Board of Trustees approves Leigh Riley’s marketing trip to Germany</i>	Carried
6. Self Review	
6.1. Hautū Tool – agreed on hold until Poutama Pounamu underway	
6.2. Reflection on Curriculum Area report evening	
Positive evening. Repeat in 2020.	
6.3. Anonymous staff climate and wellbeing survey planning	
Chair and Principal to review survey questions and email BoT for feedback	
7. General Business	
7.1. Trustee Elections 2019 Update	
Returning Officers Handbook received.	
7.2. 2020 Term Dates	
<i>Motion: That the Board of Trustees approves 2020 Term Dates as per attachment to agenda (p.16)</i>	LT/CS
7.3. Swimming Pool Policy	
<i>Motion: That the Board of Trustees approves the amended Swimming Pool Policy</i>	LT/AW
7.4. Investment Policy	
<i>Motion: That the Board of Trustees approves the Investment Policy</i>	AW/CS
7.5. Update to Financial Management and Accountability Policy	
<i>Motion: That the Board of Trustees approves the amended Financial Management and Accountability Policy</i>	AW/SS
7.6. 2018 Annual Accounts – Statement of Responsibility	
<i>Motion: That the Board Chairperson and Principal sign the Statement of Responsibility for the 2018 Annual Accounts on the Board’s behalf when confirmation is received that the audit has been completed.</i>	AW/SS
7.7. MOE 10YPP	
<i>Motion: That the Board of Trustees accept the Finance Committee’s recommendation to opt in to the MOE 10YPP Consultants’ process.</i>	AW/CS
Principal to inform MOE	
7.8. Documents tabled: Updated Workplan, 2019 Principal’s Performance Agreement	
8. Monitoring and Administration	
8.1. Confirmation of Minutes of Previous Meeting-	
<i>Motion: That the Board of Trustees adopts the Minutes of Meeting held on 18 February 2019.</i>	AW/VH
8.2. Action List from Previous Meetings	
All complete	
8.3. BOT Training and Administration	
Kōrari evening for potential BoT members 26th March	
8.4. Correspondence	
None requiring action	
<i>The Board of Trustees moved to accept the Correspondence.</i>	AW/CC Carried

The BOT moved into a confidential session at 8.51pm.

9. In Committee PART B

Schedule 2A Resolution to exclude the public

s 48(3), (4), (5), (6)

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General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Items 9.1 – 9.3	Privacy	

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

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(a) shall be available to any member of the public who is present; and

(b) shall form part of the minutes of the local authority.”

AW/LT
Carried

The BOT moved out of the confidential session at 8.59 pm.

The meeting closed at 8.59 pm.

THESE MINUTES HAVE BEEN CONFIRMED AT THE GBHS BOT MEETING HELD ON 20 MAY 2019.

SIGNED COPIES ARE AVAILABLE FROM THE SCHOOL OFFICE.

ACTION LIST

1. Provide copy of final sun protection procedures to BoT (Principal/BOT Secretary)
2. Review staff climate and wellbeing survey questions and email to BoT (Chair/Principal)
3. New policies for tabling (Principal/BoT Secretary)
4. Inform MOE of opting into 10YPP Consultants’ process (Principal)