

Island Bay School Board of Trustees Meeting Minutes

23/2/17

Present: Perry Rush, Hamish Groves, Justin Thirkell, Amy Austin, Jarryd Bradford, Fleur Fitzsimons, Paul James (arrived 8.00pm)

Apologies: Craig Rofe

Agenda item	Discussion	Action required
Administration	As above	
Strategic Decisions Charter confirmation	<p>Discussion about:</p> <ul style="list-style-type: none"> - Having suggestions from parents clearly described as such - Makerspace focus: clarification of its making and enacting focus - Value of running a conference to give teachers an opportunity to share good practice and as a revenue stream for the school <p><i>The board moves to ratify the charter.</i> Moved by Justin, seconded by Fleur, approved by all.</p>	<p>Perry to adjust heading</p> <p>Jarryd will append a document that defines the Makerspace approach</p>
Strategic Decisions Budget review and confirmation	<p>Deficit of \$37982</p> <p>The Board is comfortable with this because the school is already up on roll numbers, there are items that can be brought back and the school has good reserves.</p> <p>Discussion about the brief for the project to convey the school's vision, engaging a designer and videographer.</p> <p><i>The board moves to approve the budget.</i> Moved by Justin, seconded by Perry, approved by all.</p>	<p>Deb and Amy to present a project description at the next meeting.</p>
Strategic Decisions Principal Appraisal	<p>This year's process won't be standard because of the change in principal.</p>	

<p>Process and Goals</p>	<p><i>The board moves to update the performance objectives from 2016 with details from the charter approved on the 23rd of February - for that to guide board consideration of principal performance in a year of transition.</i></p> <p>Moved by Paul, approved by all.</p>	
<p>Strategic Decisions Triennial review cycle 2017-2019</p>	<p>Perry suggested that each of the senior leaders (principal, DP, AP) reviews a collection of policies together with a board member in the next three months, and then to follow a triennial cycle of review from then on.</p> <p>NAG review committees: NAG 1 - Curriculum: new principal NAG 2a - National Standards: Amy and Paul NAG 3 - Employer responsibility: Amy and Fleur NAG 4 - Finance: Perry and Hamish NAG 5 - Health & Safety: Deanne and Justin NAG 6 - Legislative Requirements: Deb and Fleur</p> <p>Stage 1: review the standard policies Stage 2: review the policies that might take more thought</p> <p>The Board moves to confirm the triennial review and agrees to individual BOT members with a SLT member have a first review of policy clusters to present to the BOT on which policies are ready to be reviewed and which will need more action.</p>	
<p>Strategic Discussions Triennial review cycle 2017-2019</p>	<p>Discussion about the 1030 incidents described in the report - a useful piece of information would be to add (in the next report) which were severe.</p> <p>The Bell Tower has been braced and strengthened.</p> <p>The tripping carpet is currently taped down until it can be fixed.</p> <p>The board has requested that the staff ensure that tree roots hazard is being managed suitably.</p> <p>The Board receives the H&S report, is pleased about the quality of information and requests a clarification of the above points.</p>	

<p>Principal's Operations report Financial Report</p>	<p>Held over to March</p>	
<p>Principal's Operations report Operations report</p>	<p>Taken as read.</p> <p>The board agreed to select Fleur Fitzsimons to fill the vacancy left by Sarah Nightingale. <i>Moved by Hamish, seconded by Justin, all in favour.</i></p> <p>The Board notes that Cecilia Doogue has been appointed as a fixed term teacher for the remainder of 2017 to teach our second new entrant class.</p> <p>Discussion about adjusted plans for the Rimu block renovation so that the school can find an affordable tender. Our project manager, Lee Ashby offers great support in oversight of the project.</p> <p>Action Point 4 will be discussed with staff in more detail.</p> <p><i>The board received the principal's report.</i></p>	<p>Deborah and Hamish to oversee the project when Perry leaves.</p> <p>This will be reported back to the Board in March.</p>
<p>Agenda items for the next meeting</p>	<p>Next meeting: Annual accounts PAT Data</p>	
<p>Administration - Confirmation of minutes</p>	<p><i>The board moves to accept the minutes for September, October, and November 2016 as amended.</i></p> <p>Moved by Hamish, seconded by Justin, approved by all.</p> <p><i>The board moves to accept the in-committee minutes as a true and accurate record.</i></p> <p>Moved by Justin, seconded by Fleur, approved by all.</p>	
<p>Meeting closure 9.10pm</p>		

