

NORTHCROSS INTERMEDIATE SCHOOL

BOARD OF TRUSTEES MEETING

21 FEBRUARY 2017

PRESENT: Kim Sloane (Acting Principal), Kevin Faulkner (Executive Officer), Lynne Potts (Board Secretary), Richard Beechey, Tania Wansink, Gavan Brunton, David Oakley.

APOLOGIES: Jonathon Tredray (Principal), Kevin de Jong.

MEETING STARTED AT: 6.34 p.m. Lynne Potts opened the meeting by calling for nominations for a chairperson for 2017. Kim Sloane nominated Richard Beechey for the chairperson's position. Carried unanimously.

Richard Beechey welcomed Gavan Brunton.

MATTERS ARISING FROM THE MINUTES: LOCK DOWN NOTIFICATION TO ALL BOT MEMBERS:

Discussion took place on what type of a notification system is in place to inform BOT members should a lock down occur. Lynne Potts will report back at the next meeting.

MINUTES OF THE PREVIOUS MEETING: Minutes of the previous meeting held on the 6 December 2016 are a true and accurate record. Moved Richard Beechey/Seconded Tania Wansink. Carried unanimously.

REPORTS:

PRINCIPALS: Kim Sloane presented the Principal's report on behalf of Jonathon Tredray.

NAG 3: PERSONNEL: Kim Sloane reported that we are fully staffed at the present time however we have two teachers that will shortly be going on maternity leave.

NAG 4: PROPERTY: The building sub-committee has met with DML Architects and Robert Gunter to discuss the quantity surveyors report. There will be a shortfall. Board permission is requested to use \$300,000.00 which has been allocated to car parking towards the building project. The Property sub-committee is to report back after some asbestos testing has been completed. It is hoped that the project will start in June.

NAG 5: HEALTH & SAFETY: Board permission is requested for the following off site trips: March Year 8 Camp, May Stuff n Nonsense Waikato, June Winter Sports Camp Matamata, September NZAIMS Games Tauranga, WPCA Okura Overnight Camp. Moved Richard Beechey/Seconded Tania Wansink. Carried unanimously.

NAG 1: CURRICULUM: Kim Sloane presented reports on Writing, Mathematics and Reading. The results are very good. We will continue to focus on writing this year especially for our priority learners.

NAG 7: CHARTER: 2017 Charter is very nearly completed and it will be ready to present at our next meeting.

INTERNATIONAL STUDENTS: At the present time we have 34 (actual) International students = 26.8 FTE's. Melanie Yang and Grace Kim have been invaluable in helping our new students settle into Northcross Intermediate School. Kim Sloane and Christina England are to explain how our education

system works after the camp meeting for our International parent's. Melanie Yang will be available to answer any other questions regarding either education or camp.

COL MEETING: Richard Beechey thanked those who attended the COL meeting. Board discussion took place.

David Oakley moves that the Principal's report be accepted/Seconded Gavan Brunton. Carried unanimously.

FINANCE: Kevin Faulkner presented his report to the Board.

2016 NOVEMBER ACCOUNTS: These are approved. Moved Kim Sloane/Seconded David Oakley. Carried unanimously.

2017 BUDGET: This was discussed at length. 2017 Budget has now been approved. Moved Richard Beechey/Seconded David Oakley. Carried unanimously.

Richard Beechey moves that the Finance report be accepted. Carried unanimously.

PROPERTY REPORT:

EXTERIOR PAINTING: A partial repaint of the school was undertaken during the holidays.

ELECTRICAL REPAIRS: Earth wires connected to metal floor boxes that contain power and data outlets in the Centre of Innovation building have needed to be replaced. Some students had broken the wires. David Oakley is to investigate how the wires are being broken so easily.

TECHNOLOGY CANOPY: Andrew Bolland is awaiting an initial estimate and a preliminary design from Fresco Shades. Hopefully these can be tabled at our next meeting.

ADMINISTRATION BUILDING LEAKS: The leaks are being investigated and a plan will be formulated to fix them.

Tania Wanksink moves that the Property report be accepted/Seconded Gavan Brunton. Carried unanimously.

POLICIES:

POLICY ON FINANCE: This policy is now approved with the removal of "Monthly" from Guiding Principles. Moved Richard Beechey/Seconded David Oakley. Carried unanimously.

POLICY ON DISPOSAL OF GOODS & SERVICES: This policy is now approved. Moved David Oakley/Seconded Tania Wansink. Carried unanimously.

THEFT & FRAUD PREVENTION POLICY: This policy is now approved. Moved Kim Sloane/Seconded Gavan Brunton. Carried unanimously.

GENERAL BUSINESS:

HEALTH & SAFETY: Tania Wansink, is the Term One appointed BOT member, to walk through the school identifying any health and safety issues.

ROOF BETWEEN ROOMS 20 & 40: Board discussion took place regarding the lack of a shelter over the walkway between these two rooms. Kim Sloane is to talk with Andrew Bolland to get some quotes that will be presented at our next meeting.

CORRESPONDENCE:

LISA COUZENS: Request for unpaid leave from 20 March until 31 March 2017. This leave is approved. Moved Richard Beechey/Seconded Tania Wansink. Carried unanimously.

CAMP: Request for financial assistance for Yr8 camp. Board discussion took place and it was agreed that the Board will pay for a student to attend camp.

NZSTA: Free Professional Development is now offered on a new online Learning Management System.

KATE VOLMULLER: Request for unpaid leave from 16 June until 30 June 2017. This leave is approved. Moved Richard Beechey/Seconded Tania Wansink. Carried unanimously.

Richard Beechey moves that the Correspondence be accepted. Carried unanimously.

Meeting Closed at 8.07 p.m.

Next Meeting on 28 March 2017 at 6.30 p.m.

Signed:

Chairperson

Dated: