



WAIMAUKU SCHOOL

We Belong, We Grow, We Contribute

Minutes of the Waimauku School Board of Trustees Meeting Wednesday 21 September 2022

Board meetings are open to the public, they are not public meetings. Members of the public (and this includes members of the school staff) are not entitled to speak unless granted a speaking right. While a speaking right is granted by the chairperson, the authority to grant that right is delegated by the Board. A member of the public should only speak for a few minutes at the beginning of the meeting to an item that is already on the agenda. They should not be taking part in any discussion on that agenda when it occurs unless invited to offer an opinion at the time.

Welcome

The meeting opened at 6pm.

Present

Gary Pasfield, Craig Harrison, Skaya Hudson, Thomas Nehemia, Nigel Perkins, Hayley Plowman, Ben Wetini, Angela Searle

Approval of Previous BOT Minutes

Motion: *"That the previous minutes be approved as a true and correct record."*

Gary/Craig

Passed

General Business

- Gary congratulated those elected to the new board.
- The Board agreed that future meetings will be held at 6pm on week 3 and week 8 of each school term starting with Wednesday 2 November 2022.
- The Board of Trustees Code of Behaviour was issued and signed by all members.
- Gary briefed the board on the Schooldocs website and the review process.
- The Board discussed the latest Ministry of Education recommendations for healthy beverages in schools.

Motion: *"That the sale of drinks other than water be limited to special events that only occur 3 or 4 times a year"*

Gary/Hayley

Passed

PTA

Gary noted that the PTA have sought support for an application to Pub Charity for funding for artificial turf. The Board discussed the application.

Motion: "That the Board agree to apply to Pub Charity Limited for a grant of \$33,637.50 to lay fake grass in the pit area of the school".

Gary/Hayley
Passed

Election of Officers

Gary called for nominations:

Presiding Member Hayley Plowman
Craig/Skaya
Passed

Treasurer Nigel Perkins
Hayley/Thomas
Passed

Secretary Gary Pasfield
Hayley/Craig
Passed

Property Ben Wetini
Gary/Thomas
Passed

Personnel Craig Harrison
Gary/Hayley
Passed

Health and Safety Craig Harrison
Skaya/Ben

Staff Representative Skaya Hudson (as elected by staff)

Motion: "The Board resolved that, following the swearing in of the new Board of Trustees, that Craig Harrison (previous presiding Member) and Simon Whitie (previous Treasurer) be removed from the signing authority for the school bank accounts held at ANZ Bank. In their stead, Hayley Plowman, as Presiding Member, and Nigel Perkins, as Treasurer, will be added as signatories to the school bank accounts. The new signing authority will have Gary Pasfield, Anita Newland, Hayley Plowman and Nigel Perkins as signatories, with any two signatories needed to provide authorisation for payments. (It should be noted that this signing authority change does not apply to the two Waimauku School PTA bank accounts which operate under a separate signing authority.)"

Skaya/Ben
Passed

The Board confirmed that the Disciplinary Committee continue to comprise of all current trustees bar the Principal and that the Committee continue to have delegated authority to implement the Board's Disciplinary Terms of Reference, as outlined in the board's Governance Manual.

The Board confirmed the delegation of authority to sign off RAMS (Risk Analysis and Management System) forms for day trips and camps to the Principal and Acting Principal.

The Board confirmed the continued delegation of Privacy Officer and EEO Officer to Angela Searle.

In Committee

7:50pm

Motion: *"That the Board move to In Committee"*.

Skaya/Ben

Passed

7:55pm

Motion: *"That the Board move to the normal meeting"*.

Skaya/Ben

Passed

Meeting Closed: 8:00pm

Dates of Future Meetings:

Full Board Meeting: Wednesday 2 November 2022 at 6pm

Chairperson's Signature: _____

Date: _____

Action Point Register

Action	Date	Member Responsible	Completed