

REPOROA COLLEGE

Small School, Big Achievements | Ahākoā he Iti, he Kahurangi

Board of Trustees Meeting Minutes

Wednesday 7th April 2021

6:30 pm Meeting Room

Meeting Commenced 6:29 pm

In preparation for the meeting and to maximize use of our time together all trustees are expected to have read all correspondence circulated and where possible seek clarification on any matter or issue prior to the meeting of which they are unclear. This will allow the focus to be on informed discussion. It is expected you will have read them all on-line, found in BOT Google Drive.

Agenda Items	Led by:	Action Minutes
<p>1. Introduction</p> <ul style="list-style-type: none"> a. Karakia & Mihi b. Present & Apologies c. Minute taking for today's meeting 	<p>Kerry Pearce</p>	<p>Action Minutes</p> <ul style="list-style-type: none"> a. Kerry b. Brendan, Kerry, Bruce, Nebo, John, Graham, Catherine, Hine <p>Apologies: Melissa, see resignation letter In attendance: Bruce</p> <ul style="list-style-type: none"> c. Sue
<p>1. Administration</p> <ul style="list-style-type: none"> a) Confirmation of minutes [Circulated] of last meeting b) Matters arising from previous minutes not covered on agenda c) Correspondence inwards/outwards d) Finance Report February 2021 e) Board Member Resignation 	<p>Kerry Pearce</p>	<p>Bruce Vermeulen Re: Kay Dean trust. The trust is currently going through a revamp. Trustees were sought and the Kay Dean trust has been reestablished. Peter and Joan have since passed away and the trust has received their estate. This stands at approx. 1.5 million. The beneficiaries are past and present pupils of Reporoa College. Alan Wills, Shirley Donnelly, Bruce Vermeulen and Zillah Armer are the current trustees. Bruce is asking the Reporoa College board for approval to the trust changes as the governing body. The trust also owns 60 hectares of forestry</p>

		<p>which is due to be harvested in approx. 10years. This money will also go into the trust. This was discussed with the board in depth. Kerry has suggested seeking legal advice before the current College board agree to the changes. The board are to read both documents and compare and advise the chair via google docs of any questions they would like legal advice on. Bruce was thanked.</p> <p>Confirmation of Minutes deemed try and correct. Moved by Catherine seconded by Bruce All in favor</p> <p>Correspondence IN: Letter from the Lions Club received re: scholarship money. Brendan to go to their next meeting.</p> <p>Finance report: see attached.</p> <p>The pool painter to be contacted in regards to the paint lifting. If there is no contact from him small claims court will be contacted.</p> <p>Finance report moved by Brendan seconded by Graham.</p> <p>Resignation of Melissa Edwardson from the Board. This creates a vacancy on the board. Resolution put forward that a selection process will be made to fulfill the vacancy. Letter to go out through Kamar, the newsletter and the roundabout. All in favour.</p>
<p>1. Principals Report NAG 1: Student Achievement NAG 2: Self Review NAG 3: Personnel and staff development NAG 4: Finance and Property NAG 5: Health and Safety NAG 6: Attendance</p>	<p>Brendan Carroll</p>	<p>Principals report The work plan's dates to be added to 2021. Brendan to email out for ratification. Graham questioned the turf and how this is going. This was discussed. OSH has been in, she will collate the health and safety information from school docs and bring it together. This will benefit the school and the</p>

<p>NAG 7: Charter NAG 8: Analysis of Variance</p> <p>Updates on Action Plan.</p> <p>Monitoring</p> <p>a) Ratification of Stand downs and Suspensions b) Section 27s c) EOTCs</p> <p>4. Strategic Planning –</p> <p>a) Policy Reviews Home Learning Finance and Property Management</p> <p>b) Charter Update</p> <ul style="list-style-type: none"> ● Action Plan Approval ● Budget ● 5 and 10 Year Property Plan 		<p>board immensely. This process has been started and should be completed by June.</p> <p>Brendan explained the NZ curriculum levels. Brendan talked about the students at the college and their curriculum level they are at now. The testing used for the students was discussed and the student data was discussed in depth.</p> <p>Target 1: Level 1 Merit Or Excellence endorsement for students at Level 6 of the curriculum in Year 10. 2021's Year 11's. 11 students aimed to get this.</p> <p>Target 2: Improve Maori attendance to greater than 85% in every Year Level.</p> <p>Target 3: Reduce the disparity between Maori and non-Maori by Accelerating the learning of Maori in Year 7 to 10 that are below their recommended curriculum levels. These will be incorporated into the action plan. Kerry proposes we extend the meeting by ½ hour. All agreed.</p> <p>Principals report moved by Brendan seconded by Catherine all in favour</p> <p>EOTC for Orienteering North Island champs approved by the board subject to all required forms being filled in correctly.</p> <p>Policy reviews These were looked at by the board. Action plan approval, Brendan to send out. Property meeting to be done. Tuesday 11th May 4.30pm</p>
---	--	--

<p>c) Assurances Health and Safety Audit Update</p> <p>d) Attestations</p> <ul style="list-style-type: none"> • 2019 Audit Report • 2020 Audit 		
<p>5. Any Urgent General Business To be tabled through the Chair seeking agreement to be addressed or placed on next agenda</p>		NIL
<p>4. In-committee</p> <p>In-committee Minutes Principals Appraisal Matters Arising</p>		In committee 8.45 Out of committee 9.03
<p>Meeting Closure</p> <ul style="list-style-type: none"> • Preparation for next meeting Closing Karakia 		Bruce
<p>Date of Next Meeting: Wednesday 26 May 2021 6.30pm</p>		
<p>Meeting closed</p>		9.05pm

Signed Bot Chair:  26-05-21