



COASTAL TARANAKI SCHOOL

BOARD OF TRUSTEES

Meeting Minutes 20th June 2016

Meeting opened: 6.50 pm	
Present: JM, JP, MB, NT, DB, KJ, MM, Mr Smith (15 minutes)	
Apologies: MH	
Administration:	
1. Election of Board Chair – MB nominated	Accepted JM, seconded JP; all in favour
In Committee at 6.53 pm	
Out of In Committee at 7.11 pm	
Administration:	
2. Minutes of last meeting	Accepted JM, seconded JP; all in favour
Previous Minutes:	
Matters arising – nil	
Delegations:	
Delegations for new Board minuted : <ul style="list-style-type: none"> • Discipline – whole Board excluding principal, staff rep and student rep • Finance – DB • Property – JP • Communications - JM • Others as required 	
Correspondence:	
1. TRC - Notification of wild ginger on school grounds - GD 2. PPTA workshop on H&S – CT to attend 3. NZSTA end of year report for 2015 - MB 4. MR - Wood Lathe 5. NZSTA PD for members	JP to investigate and report back
Principal's Report:	
Principal's report tabled Points covered: <ol style="list-style-type: none"> 1. GP position ratified 2. NZSTA policy framework adopted 3. Board direction postponed to next meeting – draft to hold until then 4. KR position advertised – only for PE/OE until end of year. BN will act up to DP role 5. SENCO role advertised internally – KH interested and will work with JM to finalise job description 6. BoT meet the staff – Friday 8th July after school 7. Signatories – existing signatories to ne removed: Aaron Pollard, Karla Ralph and Jade Fergus. New signatories to be added: Marian Richardson; Jacky Kopu; Deborah Burmeister 8. Subject to checking finance, bathroom and heating in school houses to be actioned 	Accepted JP; seconded JM; all in favour Accepted JP; seconded JM; all in favour Accepted JM; seconded JP; all in favour Accepted JM; seconded JP; all in favour JP to action this
General Business:	
1. JK as Board secretary will open and log Board mail	Accepted JM; seconded MB; all in favour



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<ol style="list-style-type: none">2. JK to update Board details with MOE and NZSTA etc. as necessary3. Future Board information for scheduled meetings will be sent via email and hard copy4. Confirm time to start meetings at 7 pm5. Next meeting to discuss procedures for employment process. JM to bring in procedures for discussion6. Suspension hearing processes discussed in preparation for Thursday's meetings	JM to action
In Committee at 8.30 pm	
Out of In Committee at 10.10 pm	
Meeting closed: 10.15 pm	