

Lincoln High School Board of Trustees

Minutes of the Meeting held on Monday 22 February 2016 at 6 pm.

Present: Douglas Marshall (Chairperson), Kathy Paterson, Gill Worth, Adrian Paterson, Lisa Voorwinde, Rob Silcock, Tracy Rohan, Jemma Burgham, Rafael Clarke and Bryan Pidwerbesky.

Apologies:

In Attendance: Tracy Roberts (Secretary).

Welcome: Douglas Marshall welcomed everyone.

Minutes: **23 November 2015 - BOT Minutes:**
It was moved the Minutes of the 23 November 2015 meeting be taken as read and accepted as a true and accurate record:
Moved: Douglas Marshall
Carried.

14 December 2015 - BOT Uniform Review Minutes:
It was moved the Minutes of the 14 December 2015 meeting be taken as read and accepted as a true and accurate record:
Moved: Lisa Voorwinde
Seconded: Rob Silcock
Carried.

15 February 2016 – BOT Strategic Planning Minutes:
It was moved the Minutes of the 15 February 2016 meeting be taken as read and accepted as a true and accurate record:
Moved: Adrian Paterson
Seconded: Gill Worth
Carried.

Disclosure of Interest: Adrian Paterson who is the Chairperson of the Lincoln Primary BOT.
Tracy Rohan who is on the Establishment Board of the Lemonwood Grove Primary School.

Business of the Meeting

Subject	Resolution/Detail		Date To Be Completed
Matters Arising	Kathy Paterson confirmed that decisions relating to the new LHS uniform will be communicated to the wider community at the upcoming 'bullying seminars'.		
Professional Development by Tracy Rohan	Re Bi-cultural competence and confidence Tracy Rohan held a PowerPoint session regarding the Treaty and Education. Tracy Rohan tabled and distributed some informative handouts. The Board acknowledged and appreciated the useful professional development.	N/A	N/A

	<p>Financial Strategies 2013 - 2016 The document was tabled and discussed. The following was moved:</p> <ul style="list-style-type: none"> • The Financial Strategies will be added to the Self Review Plan. • To be reviewed every September and rolled out annually. • The Business Manager to review the Investment Policy. <p>Moved: Douglas Marshall Carried.</p> <p>Property Strategies – 2014 – 2018 The document was tabled and discussed. The following was moved:</p> <ul style="list-style-type: none"> • The Property Strategies will be added to the Self Review Plan. • To be reviewed every September and rolled out annually. <p>Moved: Bryan Pidwerbesky Seconded: Gill Worth Carried.</p> <p>Policy Schedule The Policy Schedule was tabled and accepted.</p> <p>Self Review Plan The Self Review Plan was tabled. It was moved that, once the Financial and Property Strategies are added, the Self Review Plan will be adopted: Moved: Lisa Voorwinde Seconded: Rob Silcock Carried.</p> <p>NAGS – 2015 Review This document was tabled. It was moved to adopt the NAGS2015 review: Moved: Jemma Burgham Seconded: Adrian Paterson Carried.</p>		
<p>Principal’s Report</p>	<p>The Principal’s Report was tabled by Kathy Paterson who gave a verbal outline. Detailed discussions took place and Kathy Paterson gave clarification as and when required. The following were noted:</p> <ul style="list-style-type: none"> • Kathy Paterson informed the Board of a lovely letter received from Camp Quality regarding our student leaders who had recently worked with them. Kathy Paterson will table the letter at the next meeting. • Re NCEA 2015 Provisional Results – Pass rates: 2015 should read 2014. • School evacuations are now noted on the Principal’s Report. <p>It was moved to accept the Principal’s Report: Moved: Kathy Paterson Seconded: Rafael Clarke Carried.</p>	<p>Kathy Paterson</p>	<p>Next Meeting</p>

Student's Report	<p>Rafael Clarke tabled his report and gave a verbal outline. He informed the Board that he had attended the recent Camp Quality session – "... an awesome experience."</p> <p>It was moved to accept the Student's Report: Moved: Rafael Clarke Seconded: Kathy Paterson Carried.</p>	N/A	N/A
Resolution to take a break	The Chairperson proposed the Board take a break at 7.29 pm.		
The meeting resumed at 7.40 pm			
NZ Red Cross	A leaflet 'Financing Community Resilience' was tabled for the BOT's information.		
Sports, Academic & Cultural Fund Application	<p>An application was received from the Young Physicists Tournament Team.</p> <p>Kathy Paterson offered some recommendations and the following was decided:</p> <p>It was moved that \$180 would be awarded to the Young Physicists Team: Moved: Lisa Voorwinde Seconded: Rafael Clarke Carried.</p>		
Correspondence for Consideration	<p>SDC – Notices of Rating Valuation The notices were tabled and discussed. It was decided that the Property Committee will investigate the 6 Boundary Road property and report back to the Board.</p> <p>Gardasil Awareness NZ This document was tabled.</p>	Property Committee	Next Meeting
Other Correspondence	The summary was tabled.	N/A	N/A
Financial	<p>Financial Reports Three reports were distributed by email prior to the BOT meeting:</p> <ul style="list-style-type: none"> Income & Expenditure Report for the period ending 31 December 2015 Budget Summary of Income & Expenditure for 2016 Solutions & Services Report <p>Douglas Marshall gave a verbal outline and then lengthy, detailed discussions ensued. The following were agreed:</p> <ul style="list-style-type: none"> The reports were very well received and much appreciated, particularly the Solutions & Services Report. 	Douglas Marshall	Next Meeting

	<ul style="list-style-type: none"> • There is more work to be done but the reports are nicely summarised. • Curriculum leaders can proceed with some spending as per the quarterly guidelines. • Sandy Dunn (Solutions & Services) has offered to attend a Finance meeting relating to the finalisation of the budget – Kathy Paterson to arrange. • Following the above mentioned Finance meeting taking place, the budget will be tabled at the next BOT meeting for adoption. <p>The Chairperson thanked Rob Silcock for his hard work associated with the budget. It was then moved to receive the reports: Moved: Gill Worth Seconded: Rob Silcock Carried.</p>	Kathy Paterson Douglas Marshall	ASAP Next Meeting
Property	Property Report The property report was tabled by Adrian Paterson who gave a verbal overview, including: <ul style="list-style-type: none"> • The Hall is going to be refurbished – new seating, heating, painting, carpeting etc. • The rocks in the gabions are not the correct size and need to be replaced. <p>Discussions also took place regarding the school pool and public access. All agreed that the conditions are not suitable for public use.</p>		
In Committee	It was moved by Douglas Marshall at 8.09 pm that the public be excluded from the following part of the proceeding of this meeting: <ol style="list-style-type: none"> 1. Minutes from previous meeting 2. Alternative Education Students 3. Stand downs and suspensions 4. Student Matters 5. Staff Matters 6. Staff Award <p>This resolution is made in reliance on section 48(1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceeds of the meeting in public.</p>	Relevant documents tabled and verbal reports given by Douglas Marshall and Kathy Paterson	

Resolution to move out of committee	The Chairperson proposed the Board move out of Committee at 8.49 pm: Moved: Chairperson Carried.		
Meeting Closed	8.51 pm.		
Next Meeting	Monday 4 April 2016 at 6 pm		

Chairperson: _____

Dated: _____