



STANLEY BAY SCHOOL

Stanley Bay School

Board of Trustees Minutes

Thursday 22 September at 6pm Staffroom

Present: Lucy Naylor, Chair (Principal), Eddie Christian, Anthony (AJ) James, Kate Maiava, Jonathan Marshall, Jonathan (Monty) Duncan, Scott Boniface (Staff Trustee).

Apologies: Nil

In attendance: Janie Stone (minutes)

1 Administration

1.3 Minutes of the Previous Meetings - 11 August 2022

The minutes were approved as a true and accurate record.

Unanimous.

1.4 Declarations of Interest

Appointment of temporary Caretaker (Caretaker's absence), and part time teacher aide is step-daughter of the Principal.

Approved

1.5 Correspondence In:

Resignation of Presiding Member.

1.5 Correspondence Out:

The acceptance of the resignation of the Presiding Member will be sent after the appointment of a new Presiding Member.

1.6 NZSTA Termly Checklist

The document needs to be checked regularly to ensure the board is on track.

1.7 Admin Set Up

Board email monitoring - Kate Maiava

Police Vet Checking - all board members

Finance Sub-Committee - Monty Duncan

FOSB Committee - Scott or Lucy will attend, BOT members subject to availability

2.1 Election of Presiding Member

The Principal outlined the responsibilities of this role, in accordance with NZSTA guidelines.

Jonathan Marshall nominated Eddie Christian.

Position accepted

Moved: Eddie Christian was nominated as Presiding Member.

Unanimous.

2.2 Filling a Casual Vacancy

We currently have a casual vacancy, which needs to be filled. This can either be by selection or election.

The Board elected to fill the casual vacancy by selection. Announcement to be made in the news bulletin, with a 28 day notification period to our community. If ten percent or more of the community object to filling the vacancy by selection, a by-election will be held.

2.3 ERO

The Principal updated the board on the last ERO visit and the past year. The school is ERO compliant and checks have been completed. All ERO reports are available on the ERO website.

3.1 Hautu

The Principal outlined the focus of the workstream, started by the previous Board. Scott Boniface and Kate Maiava will take responsibility for this workstream.

3.2 HR Review

The Principal and previous Presiding Member completed a large body of work on the HR review. The previous board approved ten specialist hours, these are unspent. The Principal and Kate Maiava will take responsibility for this workstream.

3.4 Student Achievement

The Principal presented the report, collated by the Deputy Principal.

3.6 Principal's Report

The report was taken as read subject to points raised during discussion.

3.7 Finance Report

The report was presented. The 2023 draft budget will be presented at the next meeting.

3.8 Health & Safety - Pool Repairs

The board discussed the repairs and options regarding the school pool, with some negotiation regarding the wording/ agreement of the quote of \$55,499. Projected work to take approximately one week, during Term 4, week 1-2.

Motion: The board agrees to proceed with the pool contracted works.

Moved: Kate Maiava

Second: Monty Duncan

4.1 Identify agenda items for the next meeting

- HR Review summary
- Board discussion on alternate funding sources
- Parent Night - Finances 2023
- 2023 Draft Budget - 27 October 2022
- FOSB meeting dates
- Notifying the community of new PM
- Casual selection announcement

- Acceptance of PM resignation - draft letter for PM

Acknowledgement and Thanks

The board would like to thank the FOSB and all the SBS staff for all their work on the very successful Mud Run 2022.

The board moved In-Committee at 8pm

The board moved out of In-Committee at 8.10pm

A board meeting evaluation will be emailed to the board tomorrow.

Meeting closed: 8.15pm

Date of next board meeting: 27 October 2022.



Presiding Member



Date