

Minutes for the Otamatea High School Board of Trustees April meeting held on
Wednesday 6 April, 2022

VENUE: Otamatea High School Staffroom
DATE: Wednesday 6 April, 2022
TIME 6.00pm
PRESENT: L. Smart, D. Smyth, G. Jenkins, R. Bull (via google meets), K. van Harlingen, B. Weber, W. Ngatipa.
IN ATTENDANCE: N. Donaldson
KARAKIA:
APOLOGIES: R. Bull

MOTION:
"That the apology be accepted."

Moved: L. Smart
CARRIED
All in favour

MATTERS OF DIRECT CONCERN:

Item 1. The Chairman called for any conflict of interest pertaining to any meeting agenda items as posted.

Nil

Item 2. Chairman to call for any adjustments to agenda items or placement ie: non-public/public

MINUTES:

MOTION:
"That the minutes of the last general meeting of the Board of Trustees held on Wednesday 9 March, 2022 be signed as a true and accurate record of the meeting."

Moved: D. Smyth
CARRIED
All in favour
Seconded: W. Ngatipa

MATTERS ARISING FROM PREVIOUS MINUTES:

CORRESPONDENCE:

INWARDS		
31 March	NZSTA	Public Health Response Vaccinations

OUTWARDS

MOTION:

“That the inwards correspondence be accepted and the outwards correspondence be approved.”

Moved: W. Ngatipa

Seconded: D. Smyth

CARRIED

All in favour

MATTERS ARISING FROM CORRESPONDENCE: Nil

ACTION LIST:

- Completed items to be removed and items requiring further action to remain.

MATTERS ARISING FROM THE ACTION LIST: Nil

PRINCIPAL’S REPORT:

MOTION:

“That the Principal’s Report to the Otamatea High School Board of Trustees April 2022 be accepted.”

Moved: W. Ngatipa

Seconded: G. Jenkins

CARRIED

All in favour

MATTERS ARISING FROM PRINCIPAL’S REPORT:

MOTION:

“That the board of trustees agree to fund a morning tea, up to the value of \$300.00, in appreciation of staff efforts for Term 1.”

Moved: K. van Harlingen

Seconded: B. Weber

CARRIED

All in favour

FINANCE:

MOTION:

“That the Finance Report February 2022 be accepted.”

Moved: K. van Harlingen

Seconded: D. Smyth

CARRIED

All in favour

MATTERS ARISING FROM FINANCE REPORT:

MOTION:

“That the Board of Trustees approve the 2022 Operating budget, deficit \$451,215.00.”

Moved: D. Smyth

Seconded: K. van Harlingen

CARRIED

All in favour

MOTION:

“That the Board of Trustees approve the 2022 Capital Budget, \$96,540.00.”

Moved: K. van Harlingen

Seconded: B. Weber

CARRIED

All in favour

GENERAL BUSINESS:

Item 1: Draft 10YPP

MOTION:

“That the #21 – Otamatea High School 10 Year Property Plan for 2022/23 25 March 2022 be approved.”

Moved: W. Ngatipa

Seconded: B. Weber

CARRIED

AI in favour

Item 2: Uniform Regulations

MOTION:

“That the Uniform Regulations (as provided) be approved.”

Moved: D. Smyth

Seconded: G. Jenkins

CARRIED

All in favour

Item 3: Policy Review

- Health and Safety Management Policies
- Emergency, Disaster, and Crisis management Policies

MOTION:

“That the School Docs OHS Health and Safety Management Policies and Emergency, Disaster, and Crisis management policies be approved.”

Moved: G. Jenkins

Seconded: B. Weber

CARRIED

All in favour

Item 4: Overnight EOTC

MOTION:

"That the EOTC application IN PRINCIPLE for DoE Bronze practice to Mangawhai Tracks 14th -15th May, 2022 (overnight 14 May) be accepted."

Moved: G. Jenkins

Seconded: B. Weber

CARRIED

All in favour

Item 5: Draft Charter / Strategic Plan

MOTION:

"That the Draft Charter, including Strategic Plan, be accepted."

Moved: B. Weber

Seconded: G. Jenkins

CARRIED

All in favour

- Change wording from budget for a surplus to budget for board initiated projects

The meeting moved into Non-Public Business. (7.20pm)

MOTION:

"That in terms of the Section 48 of the Local Government Official Information and Meetings Act 1987, the public be excluded from this part of the meeting because the Board wishes to discuss a matter relating to students and/or staff members and for that reason the discussion of this matter in public would infringe the privacy of a natural person under Section 9 (2)(a) of the Official Information Act, 1982."

Moved: L. Smart

CARRIED

All in favour

MOTION:

"That the Board resolves that pursuant to section 48. (5). & (6). of the Local Government Official Information and Meetings Act 1987 Nikki Donaldson be permitted to remain at this meeting as Minutes Secretary after the public has been excluded."

Moved: L. Smart

CARRIED

All in favour

The meeting moved out of Non-public business 7.52pm

MOTION:

"That the meeting move out of non-public business."

Moved: L. Smart

CARRIED

All in favour

MOTION:

“That the decisions made in non-public business be confirmed.”

Moved: L. Smart

CARRIED

All in favour

Meeting closed: 7.52pm

Chairperson

Signed: _____

Date: _____

Principal

Signed: _____

Date: _____