



Board of Trustees PUBLIC Business Meeting June **MINUTES**

VENUE: Otamatea High School Library
DATE: Wednesday 21 June, 2023
TIME: 6.00pm
PRESENT: L. Smart, D. Smyth, M. Browne, K. van Harlingen, R. Bull, B. Alison and S. van Harlingen.
IN ATTENDANCE: N. Donaldson
APOLOGIES: D. Alcock

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 discussions. Nil

MINUTES:

MOTION:
"That the minutes of the last general meeting of the Board of Trustees held on Wednesday 17 May, 2023 be signed as a true and accurate record of the meeting."

Moved: K. van Harlingen
CARRIED
All in favour

Seconded: D. Smyth

MATTERS ARISING FROM PREVIOUS MINUTES:

CORRESPONDENCE:

INWARDS

15 May	Education Gazette	Volume 102 No 6
6 June	Education Gazette	Volume 102 No 7
22 May	PPTA	Suspension of strike action

30 May	PPTA	Strike action to resume
9 June	PPTA	Notice of Strike Actions
12 June	PPTA	Paid Union Meeting Notification
18 June	PPTA	PPTA Strike Action Extracurricular Ban

OUTWARDS

18 May	Hon Jan Tinetti	Student representative correspondence
26 May	Grassroots Trust Ltd	Confirmation of email motion for grant

MOTION:

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

Moved: D. Smyth

Seconded: B. Alison

CARRIED

All in favour

MATTERS ARISING FROM CORRESPONDENCE:

ACTION LIST:

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

MATTERS ARISING FROM THE ACTION LIST:

PRINCIPAL’S REPORT:

MOTION:

“That the Principal’s Report to the Otamatea High School Board of Trustees June 2023 be accepted.”

Moved: K. van Harlingen

Seconded: M. Browne

CARRIED

All in favour

MATTERS ARISING FROM PRINCIPAL’S REPORT: Nil

FINANCE:

MOTION:

“That the Finance Report May, 2023 be accepted.”

Moved: K. van Harlingen

Seconded: D. Smyth

CARRIED

All in favour

FINANCE COMMITTEE REPORT:

MOTION:

“That the Finance Committee minutes of 14 June, 2023 be ratified.”

Moved: K. van Harlingen

Seconded: D.Smyth

CARRIED

All in favour

MATTERS ARISING FROM THE FINANCE COMMITTEE MINUTES:

GENERAL BUSINESS:

Item 1: Term 2 Policy Review (3 year review cycle)

Board to review the following policies prior to the July meeting Term 2 2023: School Docs Policies due for review are:

- EOTC Safety Management
- EOTC Planning and Review
- EOTC Risk Management
- EOTC Roles and Responsibilities
- EOTC External Providers
- EOTC Staff Competence
- EOTC Process
- EOTC Forms

Item 2: Physical Restraint Discussion

Item 3: Code of Conduct for State School Board members **OHS Board of Trustees Code of Conduct** Discussion

Item 4: Email motion

MOTION:

“That the email motion ‘Otamatea High School Board of Trustees agree to apply for funding to Grassroots Trust Limited to the value of \$6,500.00 excluding GST to help fund the Year 7-8 Mindshift Tautoko sessions in Term 3-4’ be ratified.”

Moved: D. Smyth

Seconded: R. Bull

CARRIED

All in favour

Item 5: Community Consultation Discussion

Item 6: Uniform Policy Discussion

Item 7: Discretionary Leave Policy

Action: D. Smyth to bring a recommendation to the July board meeting for change to the criteria for discretionary leave.

Item 8: Overnight EOTC applications

MOTION:

“That the EOTC application IN PRINCIPLE for the Year 9 -13 Basketball tournament to Palmerston North 29 August – 3 September (overnight 29, 30, 31 August, 1, 2 September 2023) be accepted.”

Moved: k. van Harlingen

Seconded: S. van Harlingen

CARRIED

The meeting moved into Non-Public Business. (7.19pm)

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 (8.00pm)

MOTION:

“That the meeting move out of non-public business.”

Moved: L. Smart

Seconded:

CARRIED

All in favour

MOTION:

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

Moved: L. Smart

Seconded:

CARRIED

All in favour

Meeting closed: 8.01pm

Chairperson

Signed: _____

Date: _____

Principal

Signed: _____

Date: _____