

Waihi College

Board of Trustees Meeting Agenda/Minutes

February 2022

Present: Austin Rattray (Chairperson), Kookie Koopu, Scott Spicer, Dot Carter (Staff Representative), Lisa North, Tyla Millar (Student Representative), Alistair Cochrane (Principal), Michelle Pullen (Minute Secretary)

Karakia
Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hi ake ana te atākura
He tio, he huka, he hauhunga
Tihei Mauri Ora!!

A G E N D A

FOR THE

WAIHI COLLEGE BOARD OF TRUSTEES

MONTHLY MEETING TO BE HELD
 ON MONDAY 28TH FEBRUARY 2022, COMMENCING AT 6.00pm.

Item	Person	Overview/ Discussion Points	Follow up	Outcome
		Meeting opened at 6.06pm Dot Carter opened with Karakia Welcome to Tyla Millar (Student Trustee)		
MINUTES OF THE PREVIOUS MEETING held on 29 November 2021		Moved as true and correct. Moved: Austin Rattray Seconded: Alistair Cochrane		
MATTERS ARISING FROM THE LAST MINUTES		New Van <ul style="list-style-type: none"> No cost Initially for one term to see what that looks like. 		

		<p>Hardly used due to covid so hard to get a true picture.</p> <ul style="list-style-type: none"> • Youth workers in Schools • Confirm vaccination status and mask requirements on site • What's the structure, who is overseeing? Confirm Mike is the lead staff member? 	<p>ACO to follow up Confirm vaccination status and mask requirements on site What's the structure, who is overseeing? Confirm Mike is the lead staff member?</p>	
MATTERS WHICH MEMBERS WISH TO RAISE	ACo	<p>School Closure (Dovi Damage) School closed for two days due to power outage (Power lines came down) MOE have approved the closure and no days will need to be added on.</p> <ul style="list-style-type: none"> • BOT Member resignation Alex Baker to step down Election now September. Do we co op someone now or wait for elections? • Covid Update Rules changing over the past 10 days. 60% attendance. Working on covid is a priority right now. 		

		<p>Board to approve purchase of 100 RAT tests.</p> <ul style="list-style-type: none"> • Student Numbers/Staffing 617 Students 3 teacher's over allocation but this is manageable • Charter/Strategic Plan Alistair and Scott to sort out a date/time, prefer a Saturday morning. • Property Update • Infrastructure <ul style="list-style-type: none"> ○ Roofing ○ Electrical ○ Flooring/walls <p>Above has been completed over summer.</p> <ul style="list-style-type: none"> • LSC Space - Completed • Toilet Block - Plans there, but product delays due to covid. Can't start before the end of term one. • D Block - Alistair writing up a discussion document around this at the moment. • Ka Ora Ka Ako (Healthy School Lunches) extension to December 2023 		
SELF REVIEW PROGRAMME		Appointment of the BOT Chair and Deputy.		

		<p>Nominations were heard for the position of Chairman, the results were as follows:</p> <p>Resolved: that Mr Austin Rattray be nominated to the position of Chairman and with no other nominations received the he be duly elected to the position. A Cochrane/D Carter</p> <p>Nominations were heard for the position of Deputy Chairman, the results were as follows:</p> <p>Resolved: that Mr Scott Spicer be nominated to the position of Chairman and with no other nominations received the he be duly elected to the position. K Koopu/A Cochrane</p> <ul style="list-style-type: none"> • Sub Committee's <ul style="list-style-type: none"> • Personnel - Kookie, Tyla, Dot • Health and Safety - everyone • Property and Finance - Scott, Austin • School Culture - Lisa, Scott • Board Elections (5-23 September 2022) <ul style="list-style-type: none"> • Co Opting members • Appoint Returning Officer • RB 		
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		Resolved that the Board Trustees appoint Rose Parks as the Returning Officer for 2022 BOT Elections. A Rattray/ A Cochrane		
INWARD CORRESPONDENCE		<ul style="list-style-type: none"> • Education Gazette 29 Nov • HDC Pool assessment report • NZSTA Vaccine mandate • Education Gazette 13 Dec • Luke Devery Resignation • Parent Red light letter • BDO Auditors letter • Cleaning works • Shigakukan HS No programme in 2022 • Kahui ako TJA appointment • Education Gazette Feb 7 • MOE Emergency Closure 		
OUTWARD CORRESPONDENCE		<ul style="list-style-type: none"> • Luke Devery Resignation • MOE Emergency Closure (Dovi damage) • Parents Feb 21 Omicron letter <p><u>Resolved:</u> THAT the Inwards Correspondence be received and the Outwards Correspondence approved.</p> <p><u>MOVED:</u> Alistair Cochrane</p> <p><u>CARRIED:</u> Austin Rattray</p>		

MONTHLY ACCOUNTS		<p>BNZ Credit Card/Bank signatories The Board passed the following motions: Resolved: That the Board agrees to remove Darren van de Wetering as a signatory to the school bank accounts. A Rattray/S Spicer CARRIED</p> <p>Resolved: That the Board agrees to A Cochrane being noted as the current owner of the accounts. A Rattray/S Spicer CARRIED</p> <p>Resolved: That the Board agrees to Michael Hallett, Joanne Howell and Alistair Cochrane being signatories to the school bank accounts. A Rattray/S Spicer CARRIED</p> <p>Resolved: That the accounts for the month of December 2021 totalling \$331,789.57 be received and passed for payment. A Rattray/S Spicer CARRIED</p> <p>Visa Sign off: The visa payments for the month of November 2021 were signed off</p> <p>Funding applications: There were no funding applications.</p>		
PRINCIPAL'S REPORT		Verbal		

GENERAL BUSINESS		Internet up to the Farm Unit <ul style="list-style-type: none"> • Alistair to come back to board on this. 		
Next Meeting: 28th March 2022 Meeting Closed: 7.40 pm				
Chairperson: Austin Rattray Signature: Name: Austin				
<p style="text-align: center;"> <u>Karakia</u> Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hi ake ana te atākura He tio, he huka, he hauhu Tihei Mauri Ora!! </p>				