

Postal Address
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RidgeView School

MINUTES OF THE BOARD OF TRUSTEES MEETING **HELD ON 9TH FEBRUARY 2021**

Present: Rachael Kemball, Derek Morrow, Katrina Hart, Liz de Kort, Lisa McLachlan
Minutes: Kalene Meumann

Meeting opened at 6.00 pm.

1. OPENING

Karakia - All

2. ADMINISTRATION

2.1 Election of Board Chair

Resolved that Liz de Kort be selected as Board Chair.

Derek / Katrina Carried

2.2 Apologies – None

2.3 Trustee Code of Conduct – All members signed the Trustee Code of Conduct for 2021

2.4 Declaration of Interest – Liz updated

2.5 Confirmations of Previous Minutes

Resolved - The minutes of 8th December 2020 be taken as read and confirmed as a true and accurate record.

Liz / Derek Carried

3. MATTERS ARISING

Task	Responsible	Due Date
Procedure for parents to test pool chemicals to be drawn up	Rachael	Feb 2021
Consult with Maori families to open conversation	Racheal	Rescheduled to February 2021
Discuss how our Board will align itself alongside the Tiriti o Waitangi requirements	BoT	Await MoE guidelines
Discuss how the Board wishes to delegate authority for physical restraint	BoT	Await MoE guidelines

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Consult physical restraint guidelines when they become available	BoT	Await MoE guidelines
Review financial statement prior to it being submitted for the audit	Liz / Rachael	March 2021
Delegate power to approve financial statement to the Principal and Board Chair once audit adjustments have been made	Liz / Rachael	March 2021
AGM section to be removed from audit report, as we don't hold AGM's	Kalene	February 2021
Collate feedback from last years Principal's Report with this year's things to work on with Corin	Rachael	
Chase up election nominations	Rachael	
Make amendments to Charter. To be signed by Chair Upload and submit to Ministry.	Rachael Liz	
Check audit charges against quote	Rachael	
Amend dates in the Charter 2021 – 2023 on page 19	Rachael	

4. BUSINESS

4.1 Principal's Report

Resolved – The Principal's Report is received, and information noted.

Liz / Derek

Carried

4.2. Student Achievement Data

Resolved – The Board approves the Achievement and Progress Report EOY 2020.

Liz / Lisa

Carried

4.3 Analysis of Variance for 2020

Resolved – The Board approves the Analysis of Variance for 2020

Liz / Katrina

Carried

4.4 2021 Charter

Resolved – The Board approves the revised Charter 2021 - 2023

Liz / Derek

Carried

4.5 Finance Report

Resolved – The Finance Report is received, and information noted.

Liz / Lisa

Carried

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Resolved – The Board approves spending approximately \$4000 on a heat pump for the back classroom.

Liz / Katrina

Carried

Resolved – The Board approves consultation and investigation into a camp for Years 4-6 in Term 3 2021.

Liz / Lisa

Carried

5. IN-COMMITTEE SESSION

Resolved – that the Board move into Committee at 6.50 pm

Liz / Derek

Carried

Resolved – that the Board move out of Committee at 7 pm

Liz / Lisa

Carried

6. GENERAL BUSINESS

6.1 Creditors

Resolved – that the Board approves the creditors for December for the amount of \$124971.92 including GST.

Liz / Rachael

Carried

7. Closing

Karakia - All

Upcoming Meetings: Tuesday 9th February at 6 pm

Meeting Closed: 7.08 pm

Signed: _____

Date: _____

Liz de Kort

Chairperson – RidgeView School BoT