

**Minutes of the Meeting of the Chelsea School Board of Trustees
held in the Staffroom 21 August, 2012
at 7.00pm**

Present I van Rijn (Chair), T Cradwick, I Smith, P Singh, C Gibson,
J Henderson, S Mulcahy, R Higgle (LSM).

Apologies B Batty (will be late)

Minutes The minutes of the meeting held 19 July, 2012 were circulated.
Moved I van Rijn, **seconded** S Mulcahy that the minutes were
accepted as a true and correct record.

-carried 7/0

Matters Arising

- 1) Fencing update – MOE is proposing to put galvanised fencing up rather than powder coated.
- 2) September meeting has changed to Sept 17, not Sept 18
- 3) ERO has indicated they will come to the September Board meeting at 6pm for an initial meeting

Action Points

- 1) S Mulcahy to write to MOE to insist that the frontage be powder coated for aesthetic reasons
- 2) I van Rijn to write to ERO request a 7pm meeting and advise change of date for board meeting

Correspondence:

In NZSTA Memo 2012-7: Start of Term 3 Matters
NZSTA Memo: SLS/RTL B PTCA Amalgamation Variation
Member Memo M-12-8: Office of the Ombudsmen letter concerning OIA requests
MoE: Release of National Standards data

Out Nil

Moved I van Rijn, **seconded** C Gibson that the inwards correspondence be accepted.

-carried 7/0

Action Point S Mulcahy to reply to Request for National Standards data directing Fairfax media to our website

Limited Statutory Manager's Report:

As circulated.
R Higgle spoke to the Board about her report.

Moved R Higgle, **seconded** P Singh that her report be accepted.

-carried 7/0

B Batty joined the meeting at 7.55pm

Principal's Report:

As circulated.

Finance and Property – S Mulcahy advised the Board that the Ministry of Education has informed her that 5YA money would not be able to be used to bridge the \$37k difference between galvanised and powder coating of the fence due to that process not fitting the criteria..

Vandalism - The school was vandalised again last weekend. Taps and drain grates were removed and dispersed throughout school grounds along with other nuisance damage.

Moved S Mulcahy, **seconded** I Smith that her report be adopted.

-carried 8/0

Policy Review:

Treaty of Waitangi - Deferred to next meeting due to the unavoidable non arrival of Michael King

Board of Trustees Self-Review:

The Self-Review subcommittee met with R Higgin to look at the plan, analysis, review components and presented a possible methodology for proceeding with this. It was recommended that subcommittees take on particular aspects of the board's work, review progress write a report and bring that to the board table as the completed review, indicating changes required if and when necessary.

B Batty presented his review of the PTA finances from 2006 – 2010.

The Community Consultation subcommittee presented the draft of the community questionnaire. It is envisaged that this will go to the parent body mid-September. It is envisaged that a version relevant to the staff will be constructed.

Action Points

J Henderson will take the draft of the survey to the staff for comment
S Mulcahy will continue to collect email addresses from parents
S Mulcahy to join school up to School Links to further enable 'live' communication with parents.

July 2012 Financial Report:

As circulated.

Moved B Batty, **Seconded** P Singh that Hayes Knight remain as our auditors

Carried 8/0

Action points

S Mulcahy to confirm reappointment of auditors – Hayes Knight – for a further three year term.

S Mulcahy to query the 2012 operating surplus– well above that for 2011 and 2010

Moved I van Rijn , **seconded** C Gibson that the financial report be accepted.

Carried 8/0

At 9.15pm the Board moved into committee to discuss complaint progress.

Normal meeting was resumed at 10.20pm.

Dates for the remaining Board meetings for the 2012 year are as follows:

- Monday 17 September
- Tuesday 23 October
- Tuesday 13 November
- Tuesday 11 December

There being no further business the meeting closed at 10.28pm.

Signed _____

Date _____