

**Minutes of the Bream Bay College
Board of Trustees
Held on 25th March 2015**

Meeting

Present: BucW, DraB, HeiD, McQJ, SwoM, VCiP, WebB, Will, DaIA,

Apologies: HarG

Visitors: Lindsay Laing

Moved: P van Cingel

Karakia: Derek Heiwari

Peter welcomed everyone to the meeting.

Peter explained that Lindsay is here to take us through the Strategic Plan part of the meeting.

Lindsay replied.

Tx to BBC for turning on an amazing day with Michael Fullan on the 7th March. The second waiata from the Kapa haka roopu was truly amazing. The group he brought along were buzzing.

Topic:	Strategic Plan		
Discussion:	<p>A hard copy of the Ministry printout of BOT Planning was distributed with Lindsay talking through the handout. Lindsay commented that in the Strategic Plan box – something crucial is missing so the word students' needs to be added.</p> <p>The board worked through an exercise to select key strategic aims for the school. The Senior Managers will wordsmith these for sharing with other stakeholders.</p>		
Actions to be taken / motion		Person(s) Responsible	
Moved Seconded	<p>Moved that the board delegates responsibility for setting the community consultation date on the Strategic Plan to the Principal and Board Chair</p> <p>Moved: P van Cingel</p>	Results	Agreed

Thanks was expressed to Lindsay for his time.

Bev to scan leaflets and put them on file.

Topic:	Minutes of the last meeting dated 18th February 2015		
Discussion:			
Actions to be taken / motion	Moved that the minutes of the meeting dated 18 th February 2015 be confirmed as a true and correct record.	Person(s) Responsible	
Moved Seconded	Moved: P. van Cingel Seconded: D. Heiwari	Results	Agreed

Topic:	Amendments to minutes		
Discussion:			
Actions to be taken / motion			
Moved Seconded		Results	

Topic:	Matters Arising		
Discussion:	<ul style="list-style-type: none"> Wayne fed back to staff re outstanding set of results. Wayne explained that we do not have an "AOG" contract re painting. We are using n4 currently (previously GSB). Prefabs: builder coming in over holidays re: steps and ramps. Passed on thanks to Keith and Matthew re cyclical plan. Cyclical maintenance plan – moe accepts that we perform all cyclical maintenance within a cycle of 7 years, but we are still seeking clarity from them for the accounting requirements. Moe property talking to Moe finance to sort out the requirements 		
Actions to be taken / motion			
Moved Seconded		Results	

Topic:	Finance		
Discussion:	<p>Q Can we have the finance pre covered off? Bring together Finance Sub Committee to check reports for 1 hour or can we discuss for 15 mins at the meeting. Leave as is</p>		
Actions to be taken / motion			

Moved Seconded			
-------------------	--	--	--

Topic:	Financial Report – January 2015 Direct Credits from ASB from 18698-18862, TNG:18864-18866, WBC: 18952 be approved. Financial Report –February 2015 Direct Credits from ASB from 18788-19006, TNG: 18986-18990, WBC: 19004 be approved.		
Discussion:			
Actions to be taken / motion	Moved that direct credits for January as follows be approved: Direct Credits: 18698-18862 TNG: 18864-18866 WBC: 18952 Moved that direct credits for February as follows be approved: Direct Credits: 18788-19006 TNG: 18986-18990 WBC: 19004		
Moved Seconded	Moved: P.van Cingel Seconded:		Agreed

Topic:	Journal entries - January 2015 194169,194426 [Payroll Journal] be passed for payment. Journal entries - February 2015 194367, 195312 [Payroll Journal] be passed for payment.		
Discussion:	Queries:		
Actions to be taken / motion	Moved that Journal entry 194169,194426 [Payroll Journal] be passed for payment.		
Moved Seconded	Moved: P.van Cingel Seconded:	Results	Agreed

Topic:	Cheque No's – January 2015 Cheque No's – January 2015		
Discussion:	Queries:		
Actions to be taken / motion	Moved that cheque numbers 657770 for January 2015 be approved. Moved that cheque numbers 657771 for February 2015 be approved.		
Moved	Moved: P.van Cingel	Results	

Seconded	Seconded:		Agreed
----------	-----------	--	--------

Topic:	Fuel Card – Star Card		
Discussion:	Moved that the Caltex Star Card be approved for payment.		
Actions to be taken / motion	Moved that the Star Card for the period 30/11/2014 – 30/01/2015 for \$228.25 be approved for payment		
	Moved that the Star Card for the period 31/12/2014 – 30/12/2014 for \$283.02 be approved for payment.		
Moved Seconded	Moved: P.van Cingel Seconded:		Agreed

Topic:	Visa card transaction		
Discussion:	Moved that Visa Card Statement 8106 & 8104		
Actions to be taken / motion	Moved that the Principal Visa Card 8106 for the period 02 December 2014 – 01 January 2015 be approved for payment.		
	Moved that the Principal Visa Card 8106 for the period 02 January 2015 - 01 February 2015 be approved for payment.		
	Moved that the Principal Visa Card 8104 for the period 02 December 2014 – 01 January 2015 be approved for payment.		
	Moved that the Principal Visa Card 8104 for the period 02 January 2015 - 01 February 2015 be approved for payment.		
Moved Seconded	Moved: P van Cingel		Agreed

Topic:	Policies for approval		
Discussion:	Nil		
Actions to be taken / motion			
Moved Seconded			

Topic:	Inwards /Outwards Correspondence		
--------	---	--	--

Discussion:	<p>1. Letter from the Office of Hon Hekia Parata acknowledging receipt of our letter re Whare Project.</p> <p>The Hon Hekia Parata has passed it over to the Hon. Nikki Kaye, Associate Minister of Education for consideration.</p> <p>The Hon. Nikki Kaye has now passed it back to Mike Glover, Property Manager MOE, at the Whangarei office.</p> <p>Mike Glover advised that this comes outside MOE policy for funding of new buildings/MLE.</p> <p>Outwards Correspondence</p> <p>1. Pub Charity & Pelorus Trust Sports applications.</p>		
Actions to be taken / motion			
Moved Seconded	<p>Moved that we accept the Inwards correspondence be accepted and Outwards be approved.</p> <p>Moved that the Pub Charity's & the Pelorus funding applications be approved.</p> <p>Moved: M.Swords Seconded: D.Heiwari</p>		<p>Agreed</p> <p>Agreed</p>

Topic:	Principal's Report		
Discussion:	<p>Taken as read.</p> <p>Wayne asked for questions re his report:</p> <p>Printing costs</p> <p>Wayne advised we will be going to a new contract on 31/3 so printing will costs go down. Savings from the costs will go to subsidise tablets for teachers.</p> <p>Discussion took place.</p> <p>Mike wanted the school to consider reducing the printing cost for students straight away. It was agreed that this decision was a management issue. Mike's opinion was noted.</p>		
Moved Seconded	<p>Moved: W.Buckland Seconded: J.McQueen</p>		Agreed

Topic:	Agenda setting for next meeting –		
Discussion:	•		
Actions to be taken / motion			
Moved Seconded			

Topic:	General Business		
Discussion:	•		
Actions to be taken / motion			
Moved Seconded			

Meeting closed at: 10.15pm
Next BOT meeting calendared for: 6th May 2015

X

J Kduj uhdylv
Erduq#Fkdllshwrc

X

G dwh