

Green Bay School

Board Meeting Minutes

Wednesday 21/02/2018

6:00pm On Site Staff Room

**1. Present:**

Anand Muthoo (Principal), Amelia Day (Chairperson), Cheryl McElroy (Staff Trustee), Simone Hunter (Parent-Elect), Glen Mitchell (Parent Elect), Shane Woodward (Parent Elect), Dilip Patel (Parent Elect) (Minute Taker)

Apologies: Moana Cook (Parent Elect)

In Attendance: Owen Hoskins (Guest from NZSTA), Alex Milich, Alan Tees

Amelia welcomed everyone to the meeting, and addressed any potential conflicts of interest, of which there were none.

**2. Monitoring:**

**2.1 Moving to the Cloud**

Alex & Alan Tees tabled the move to moving from the current server based platform to a cloud based provider, they provided the pros & cons.

Alex, Alan, Gemma, have suggested PC Media as the company they wish to use going forward.

18:40 Alex left room – Telephone Call, Returned 18:43

***Motion:***

Cheryl moved that \$20k budget be allocated for this move to the cloud, on the proviso that Alex, Alan & Gemma provided a details plan to be approved by board at April B.O.T meeting.

**Second:** Anand; **Carried:** All

Alex discussed GBS Website, looking into updating.

Alex departed 18:57.

**2.2 Principals Report – Tabled as read.**

***Enrolments:***

- March numbers are currently sitting at 649

***Raising Achievement:***

- Priority/Maori Learners discussed as per M.O.E requirements
- Currently using goals based off the 2016 plan.
- Awaiting the updated 2020 M.O.E goal setting to be released
- Anand thanked the board for renewing Senco position

*Maths:*

- Over the last 2 weeks, some of the teachers have attended Professional Learning Group to better assist and deliver best practice in teaching methods for maths. The programme will involve all staff over the course of the year

*Reporting to Parents:*

- Goal setting meeting takes place 27<sup>th</sup> March

Gemma arrived in meeting at 7:05pm, as the Moving to the cloud discussion had been completed by Alex & Alan earlier, Gemma then left at 7:06pm.

*Personnel:*

- School Administrator/School Secretary appointed

*Property:*

- Anand & Alex met with Interlink Modular, Construction of replacement class rooms has begun

**Moved:**

- By Anand that the principals report be accepted as read

**Second:** Simone; **Carried:** All

2.3 Finance \_\_\_\_\_

Financial records tabled as read

Finance committee meeting was held in the week prior to meeting.

2.4 Korea

- An overseas Korea Relationship building trip has been planned for 06/05/2018 – 12/05/2018, Anand & James Mawson will be travelling to Korea
- Anand to present next month b.o.t meeting, business plan for Korea Trip, with detail budget.
- A student led trip of 10 Students & 2x staff will be planned for September 2018.
- Students to pay for this trip.

**Motion:**

Anand moved that travel to Korea be approved for Anand and James Mawson in May, on the proviso that business plan & detailed budget are acceptable.

**Second:** Cheryl; **Carried:** All

**Motion:**

Anand moved that travel planning for September be approved.

**Second:** Amelia; **Carried:** All

### **3. Strategic discussions and decision**

#### **3.1 Complaints Process**

- Moved by Simone that the complaints process as presented is acceptable, and that school docs is updated.

Second: Amelia; Carried All

#### **3.2 Home Learning Policy**

- To be reviewed by B.O.T, Staff and Parents.

#### **3.3 Board PD requirements**

- Board members to look into attending the NZSTA conference July 2018 in Rotorua.
- All board members to look into NZSTA course's available

#### **3.4 Health & Safety report**

- Health & Safety team report tabled as read.

### **4. Administration Matters**

### **5. In Committee**

In the interests of Privacy to protect personas under discussion, the Board moved into "In Committee".

Board meeting concluded at 7:56pm.

