

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE
ORATIA DISTRICT SCHOOL HELD TUESDAY 16th AUGUST 2011
COMMENCING AT 7.00PM**

PRESENT: Christine Healy (Vice Chairperson), Angela Nauck (Treasurer), Sherilee Swanepoel (Principal), Naomi Laycock (Staff Rep.,) Tim Sherring, Robin Kewell, Jane Binsley, Cathy Hughes (Mins. Sec.)

VISITORS: Jocelyn McAlpine, Pam Thomas, Kathy Wadsworth, Tracey Gill, Debbie Brown

APOLOGIES: Erik van den Top

Meeting commenced with a power point presentation from the Peer Mediators and Mrs Brown. The board thanked Mrs Brown and the Peer Mediators for their wonderful presentation.

Peer Mediators left the meeting.

The Values Project 2011 was presented to the board by Debbie Brown and Tracey Gill.

Thank you Debbie and Tracey. Debbie Brown left the meeting.

MINUTES:

It was moved that the 12th July 2011 minutes are a true and correct record subject to it being noted that Christine Healy did give her apologies. Robin Kewell / Tim Sherring Carried

MATTERS ARISING:

Lone Kauri BOT member – Sherilee Swanepoel moved that Julia Moore is co-opted to the BOT for the remainder of the Board’s term of office for the specific purpose of representing the Lone Kauri community. 2nd Robin Kewell Carried

Dental Clinic – Sherilee Swanepoel reported that there have been no further developments.

Communications Sub-Committee – Jane Binsley, Erik van den Top and Sherilee Swanepoel to meet next week.

FINANCIAL REPORT:

The July 2011 Financial Report was discussed.

Angela Nauck moved that the July 2011 Financial Report be accepted

2nd Sherilee Swanepoel Carried

STRATEGIC:

Vision Committee meeting – Sherilee gave an update of where the Vision Committee are at present. The core area is to raise student achievement.

BOT training session with Graham Henrickson – The board discussed the feedback they received from the training session which was held on 9th August 2011.

Reviewing our School Policies – Sherilee Swanepoel distributed and discussed with the board a report regarding the future reviewing of our school policies. A working group with members Sherilee Swanepoel, Christine Healy, Jane Binsley, Erik van den Top and the Deputy Principals was set up. This group will contact each other via email regarding number of sub-committees and setting up templates to establish school policies/procedures. Policies will continue to be reviewed as per present format for the rest of this year.

Achievement Reports –

Overall Teacher Judgements Report was presented by Kathy Wadsworth. Thank you Kathy.

Environmental Education Report was presented by Pam Thomas. Thank you Pam.

OPERATIONAL:

Correspondence:

Circulars, brochures were tabled and presented

Inwards – See list

Sherilee Swanepoel gave a verbal update regarding the RTLB re-structuring.

Outwards – See list

**TO
ACTION**

Sherilee

**Sherilee,
Christine,
Jane and
Erik and
DPs**

It was moved that inwards correspondence be received and outwards be endorsed.
Christine Healy / Angela Nauck Carried

REPORTS:

Principal's Report – presented. Kathryn Macfarlane will have her induction meeting with Pam Thomas next week.

Staff Report – Naomi Laycock distributed and discussed her report.

Chairpersons Report – deferred

It was moved that all reports be received Christine Healy / Jane Binsley Carried

POLICIES:

Gifted and Talented Policy – This policy has been deferred to give consideration to it being changed to procedures.

Curriculum Delivery Policy – Changes were made. This policy will now go to staff and then back to the board for ratification.

Appointments Policy – Changes were made. This policy will now go to staff and then back to the board for ratification.

GENERAL BUSINESS:

None

Next meeting will be held on Tuesday 20th September commencing at 7.00pm.

Meeting closed at 9.45pm.

Chairperson: _____ Date: _____

Pam