

Minutes of the meeting of the  
Whenuapai School Board of Trustees  
Monday 4<sup>th</sup> May 2009

**QUORUM NOT PRESENT**

**Item No 1: MEETING OPEN**

The Chair P Lamberton, declared the meeting open at 7pm

**Item No 2:**

**Present:** W Spanhake (Principal), S Corsan (Staff Rep), Peter Lamberton (chair), Eugene Bingham, Tracy Collins

**APOLOGIES;** C Martin, G Carrington, P Wootton

**VISITORS;** C Neels, Colin Pauling

**Item No 3; Approval of Agenda.**

**Motion:** That the agenda be accepted.

**Moved: Lamberton**  
**Seconded: Spanhake**  
**Carried**

**Item No 4: APPROVAL OF PREVIOUS MINUTES**

Minutes of the previous meeting were circulated to the BoT.

**Motion:** That the minutes of the previous meeting be accepted as a true and accurate record of the previous meeting.

**Moved: Spanhake**  
**Seconded: Lamberton**  
**Carried**

**Item No: 5 MATTERS ARISING FROM THE PREVIOUS MEETING**

- Tracey and Percy to develop a draft policy proposal on the transparency of BoT expenditure

**Item No 6: BOT CORE BUSINESS**

**BOT Core Business**

- Colin Pauling – Waitakere Architects (guest speaker) re School Property 5 year plan / property maintenance. Warren to approach Colin to convey our interest in his proposal and to arrange a meeting for Board members and senior staff provisionally on May 18 at 4pm.
- Warren presented Discussion Paper on school organisation, structure and responsibilities
- Staffing confirmation - changes in MOE allocation. Warren is currently in negotiations with the Ministry of Education in regard to funding of the New Entrant teachers. Warren to email regular updates to the Board in regard to this issue.
- School charter / strategic and annual plans 2009. Recommend that we vote to pass these documents keeping in mind their accuracy depends on the Board decision whether to go ahead with Waitakere Architects.
- Principal's appraisal – to be done by Percy Wootton this year
- Farewell dinner for Gary Crook Friday 8 May
- Flu Pandemic – community has been informed through the Newsletter.
- Dustin Design - first two invoices have been paid. There is a dispute over the third invoice. Warren to seek legal advice and obtain peer review on the invoice from Colin Pauling.
- Debrief of Fun Day. Warren to provide Eugene with contact details of event coordinator who has come forward from the community.
- Request for Funds from PTA

- Peter to contact Les Stockley to see if he would like to be formally elected onto the Board or become a co-opted member. This to be formalised before Board makes decisions on Tracey and Percy's standing on the Board.

Moved that the Core Business be accepted.

**Moved: Lamberton**  
**Seconded: Spanhake**  
**Carried**

#### **Item No 7: Finance Report**

**Moved:** That the finance report be accepted.

**Moved: Lamberton**  
**Seconded: Spanhake**  
**Carried**

#### **Item No 8: CORRESPONDENCE**

**Motion:** That the correspondence be accepted.

**Moved: Spanhake**  
**Seconded: Corsan**  
**Carried**

#### **Item No 9: REPORTS**

a. Property - Maintenance Update

##### **b) Principals Report**

Warren presented his report.

**Motion:** That the Principals report as presented and discussed be accepted.

**Moved: Spanhake**  
**Seconded: Corsan**  
**Carried**

#### **Item No 10. GENERAL BUSINESS**

- Suggestion Board have a table at the mid year parent interviews.
- Eugene to write a letter on behalf of the Board to send a letter of appreciation to Viv Mallabar for her work with the Sports Academy.

#### **Item No 11: NEXT MEETING**

The next Meeting will be held on Monday the 15 June 2009 at 7pm in the Whenuapai School Staffroom.

#### **Item No 12: MEETING CLOSED**

The Chair, Peter Lamberton, declared the meeting closed at 10:15 pm

\_\_\_\_\_, signed as a true and accurate record this, \_\_\_\_\_ 2009.