

**Minutes**  
**BOARD OF TRUSTEES MEETING**  
**Wednesday 24 March 2021**

**Frankley School**  
**5:15 pm**

<b>Agenda Item/Topic</b>	<b>To Discuss</b>	<b>Action</b>	<b>Responsibility</b>
<b>Present</b>	Nathan Mumby, Dave Fox, Zoe Manderson, Paul Davidson, Sarah Morris, Bonnie Mills and Robyn King as minute secretary.		
<b>Opening Prayer Apologies</b>			
<b>Opening Business</b>	<p>Board Motions:            Email motion for Chaddy's Charter trip was tabled.</p> <p>Moved that the Young Leaders Trip to Palmerston North for year 6 students - 13 May 2021 be approved.            Moved Nathan            Seconded Dave</p> <p>Nathan Mumby was nominated to continue in the role of Chairperson for 2021-22            Moved Paul            Seconded Dave</p> <p>Move to accept the final draft of the enrolment scheme as per the letter from MOE commencing 26 July 2021.</p>		

	<p>Moved Nathan Seconded Zoe</p> <p>All board members agreed to continue with the portfolio's assigned in 2020.</p> <p>Code of Conduct was signed by all board members and Conflict of Interests declared.</p>		
<b>Agenda</b>	Confirmed		
<b>Principal's Report</b>	<p>As attached</p> <ul style="list-style-type: none"> <li>• Parent meeting and TOD linked well together and were well received by parents who attended the evening (could slides be shared on a medium parents could access for future reference)</li> <li>• SFRC have kindly donated vouchers for Sarah to distribute to families in need or just need a boost. A huge thankyou to the wonderful SFRC team.</li> </ul>		
<b>NAG 1 – Curriculum</b>			
<b>NAG 2 - Review and Documentation</b>	<p>School Doc Review: Home Learning - this will be distributed to the community for comment - replies will be required by end of term 1.</p> <p>Reviewed Finance and Property - minor suggestions made these will be forwarded to the school docs team for review - otherwise the</p>		

	board were happy with this as it stands.		
<b>NAG 4 - Finance</b>	<p>Dave presented the Finance Report. February accounts were tabled.</p> <p>20K from 5YA can be used to top up the Te Puawai Deck project.</p> <p>Moved to transfer \$4200 to the maintenance account with each operations grant drop. Moved Dave Seconded Nathan</p>		
<b>NAG 4 – Property</b>	<p>As per attached report. Caretakers shed should be underway in next two weeks with the floor being put down,, kitset may take six weeks to arrive.</p> <p>Areas of the school boundary have been noted as not correct - Nathan has spoken with MOE who are not that bothered. One area cuts into the field belongs to Te Atiawa, Nathan has had an initial conversation suggesting they may like to gift this piece to the school.</p> <p>Admin block almost finalised.</p>		
<b>Health &amp; Safety</b>	There are some trees which powerlines run through - we can get these sorted once by Powerco - need to make sure we get this done well, so they are not a problem in the future.	Go ahead and get done	<b>Sarah</b>

<b>NAG 6 – Legislation</b>			
<b>General Business</b>			
<b>Correspondence</b>			
<b>Minutes</b>	<p>Minutes of the previous meeting were confirmed as read and correct.  <b>Moved</b> Nathan  <b>Seconded</b> Dave</p> <p>Items for next agenda:  Principal Appraisal  Accounts to auditors  Advertising Permanent Position  STAR and PAT results  Annual report approve and sent to MOE</p> <p>There was no in-committee necessary at this meeting.</p>		
<b>Next Meetings</b>	<p>May 12th, 2021 at 5.15 pm</p> <p>Meeting closed at 6.20 pm</p>		

**Date**

**Nathan Mumby, Chairperson**

<b>Meeting Originated From</b>	<b>Action</b>	<b>Responsibility</b>	<b>Date Action Completed</b>
11.12.2019	<a href="#">Traffic Plan</a>	Sarah/Paul	In Progress
	H&S computer use	Sarah	In Progress
12.08.2020	Disability Park	Sarah	
08.12.2020	Speak with Shane re hall motifs	Sarah	24.03.21
	Set 2021 meeting dates	Sarah/Robyn	24.03.21
24.03.2021	Trees through powerlines	Sarah	