



KaurilandsSchool
Te Kura Ōkaurirahi



**MINUTES OF THE KAURILANDS SCHOOL
BOARD OF TRUSTEES' MEETING
HELD WEDNESDAY 26 JULY 2017 AT 7:00 P.M.**

1. Administration:

PRESENT: Jo Augustine, Helen Dunlop, Hayley Jespersen, Sarah Barratt-Hamilton, Carolyn Webster, Nick Summerfield, Emma Best, Micaela Bonnar, Kimberly Newmarch.

Apologies:

Minutes Secretary: Jackie Fletcher
Declaration of interest: None.

Board Chair election: In committee

Reports - Thank you to Kimberly Newmarch and Micaela Bonnar for their reports (as attached). Maths and Literacy.
Emma Best reported to the Board on the mid year data.

2. Decisions:

2.1 Out of Zone Ballot - The Board decided that an out of zone ballot will take place with 15 spaces available.

Moved: Hayley Jespersen
Seconded: Carolyn Webster

2.2 Shade Sail - The Board were in agreement to approve the replacement of the shade sail, replacement cost \$3,000.

Moved Helen Dunlop
Seconded Nick Summerfield.

2.3 The Board agreed that Kaurilands Kitchen be allowed to sell coffee in the school kitchen.

Moved: Nick Summerfield

Seconded : Helen Dunlop

3. Monitoring:

- 3.1 Principal's Report: Jo Augustine reported as read. Cohort entry discussion - ongoing conversation. Investigating lots of different aspects and what will work best for Kaurilands.
- 3.2 Health & Safety Report – as read.
- 3.3 Monitor progress against budget (Monthly report) - attached.
- 3.4 Property update. Discussion held on what is currently happening.

Pool - Stage 1 complete and paid for. Further funds required to finish off. Lifeguard discussion, Carolyn will forward to the Board her previous findings. Save Our Pool Fundraising Group have been amazing and the Board are thankful for their contributions.

- 3.5 Policy review - Policy 8. Deferred to August meeting. This will be updated.

4. Discussions:

- 4.1 Kaurilands Kitchen - new contract to be prepared. Health & Safety and insurance documentation required.
- 4.2 Annual Survey - to be complete by end of Term 3 (29 September) with additional question.

5. Identify Agenda items for next meeting. (Review ongoing actions).

6. Administration:

- 6.1 Confirmation of Minutes – as read.
- 6.2 Confirmation of Actions – as above.
- 6.3 Correspondence – no further correspondence.

7. In Committee – The Board went In Committee at 8.52pm and came out at 9.15pm

8. Outstanding Actions - See below.

9. New Actions: - Attached.

10. Meeting Closure.

10.1 Evaluation of meeting– Summary.

10.2 Preparation for next meeting – Agenda items from Board work plan.

Meeting closed at 8.51pm

Signed as a true and correct record:

Chairperson

Date

NEW ACTIONS

No.	Action	Who	By when
1.	Mid year data to be presented in report format.	EB	End of week 2 Term 3
2.	Cohort discovery to be reported to Board	JA/HJ	
3.	New Kaurilands Kitchen Contract.	NS	asap
4.	Talk to Kaurilands Kitchen regarding Health & Safety and insurance.	JA	asap
5.	Meeting with Bevan	JA/CW	31 July
6.	Check if shade sail can be reused - Heath.	JA	
7.	All Lifeguard details to be emailed to Board.	GH	asap
8.	Speak to Principal - Oratia regarding sharing Lifeguard	GH	asap
9.	Check previous Board minutes for mention of additional question for survey.	JF	asap