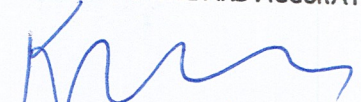


Peninsula Primary Board of Trustees meeting Minutes – 16th February 2023

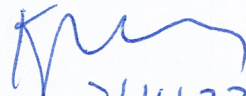
	Recommendations/Decisions	Led by	Answers/Comments/Action	Responsible	Timeframe
<b>Administration</b>					
<b>BC Called for nominations for Presiding Members JM nominated KP. All in favour</b>					
1.1 Present	Katy Perry (KP) Brenda Cronin (BC) Keryn Smale (KS), Sara Tuitupou (ST) Jaime Melville (JML) Monique Metcalfe (MM) Chris Mundell (CM) Jilesh Mistry (JM)  Meeting commenced 6.30pm	KP			
1.2 Apologies	Alecia McCulloch (AM)				
1.3 Declaration of Conflicts of interests	Nil				
1.4 Matters Arising	Reviewed by Board  KP out lined the process for Staff Rep Election.	KP	BC to review Drug & Alcohol policy.	BC	
1.5 Hours to MM	Complete form/email MM				
1.6 Speaking Rights/ Co Opt new members					

**Katy Perry**  
PPS Presiding Member  
VERIFIED AS TRUE AND ACCURATE

  
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1.7 Confirmation of December Minutes	Taken as read Accept December Minutes <b>Minutes are a true and accurate record.</b> <b>All Agreed</b>				
1.8 Sign off e-resolutions	School Closure for Cyclone Gabrielle. Signed & Completed				
1.9 Correspondence	Nil				
<b>Monitoring</b>					
2.1 Principals Report Health & Safety/ Property/ OOZ	Report Taken as Read. BC called for questions.  KS commented on data error - Gender 227 boys not 127.  JM requested a table to be inserted covering the roll numbers.  <b>BC proposed that no Out Of Zone positions to be offered for Term 2 2023</b> <b>CM 2nd</b> <b>All in Favour</b>	BC	BC to create table.	BC	Next board meeting
2.2 Finance Report		JM/BC			
Appendix D/E Finance Report	Room 19 needs the Teacher to be assigned.		BC to amend.	BC	Asap
Appendix F Supplier Invoice	JM questioned term deposits.		MM to review investments, contact ASB Rep to discuss, higher rate of interest with flexible cancellation.	MM	Next board meeting
Draft Budget	Board discuss Draft Budget.  BC presented update on Pool. Leak has been found in old part of roof, ceiling is bulging. Builder onsite 17.02.23. Pool is losing water.				

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<p>Policy Review /Assurances</p>	<p>Pool to be resurfaced later in the year, this will possibly resolve leak (?). Liner? Concrete skin? Danni Turner to provide more information.</p> <p>Lata to update column F Year to Date figures as at December 31st..</p> <p>The Board moves to approve the Draft budget in principle. Amendments of greater or less than 5000 in total, to be presented to the board with an updated budget with an e-motion. JM 2nd All in favour</p> <p><b>The Board moves to accept Finance report. CM 2nd. ALL AGREED</b></p>		<p>JM wishes to review budget with BC</p>	<p>BC/JM</p>	<p>asap</p>
<p><b>3. BoT Work Plan</b> Analysis of Variance 2023 Strategic Plan</p>	<p>Board read &amp; discussed Analysis of Variance report.</p> <p>Strategic Plan was discussed at length &amp; a revised edition will be issued.</p>	<p>KP</p>		<p>BC</p>	
<p><b>4. Discussions</b> Funding Application Any other Business?</p>	<p>JML asked for Te Reo Readers to be integrated into planned reading.</p>		<p>BC to put to Cirrumlum Leaders.</p>		<p>ASAP</p>

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<p><b>5. Administration</b></p> <p>Board Webpage Update</p> <p>Staff Rep Voting</p>	<p>Board to forward bio and picture to KP for loading onto the school website by MM.</p>	<p>KP</p>		<p>All</p>	<p>ASAP</p>
<p><b>6. Meeting Closure</b></p> <p>6.1 Identify agenda items for next meeting</p> <p>Preparation for next meeting</p>	<p>Meeting closed 7.35pm.</p> <p>Next Meeting is 30th March</p>	<p>KP</p>			

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