



MINUTES OF ROTORUA LAKES HIGH SCHOOL
BOARD OF TRUSTEES MINUTES
 HELD TUESDAY 27 MARCH 2018 @ 5.15 PM

PRESENT: WYNEL RAURETI-GEORGE, BRUCE WALKER, ANGELA CUFF, KIRSTY MITCHELL, TONY SCOTT, JO CHEMIS, FREDDY-RAY COLLIER, MOANA HINGSTON

IN ATTENDANCE: JO STURME, ROSS DUNN, JAYNE HUMPHRIES

APOLOGIES: PANI McLEAN, CRISPIAN STEWART

Matters arising: Nil

		Action / Ratification								
1.	<p>PRINCIPAL'S REPORT PB Walker presented his report and further explained some points:</p> <ul style="list-style-type: none"> ● Years 9 & 10 Data ● NCEA Results ● Trades Academy ● Secondary / Tertiary Links and Gateway 	<p>BOT AS INDIVIDUALS UNANIMOUSLY RATIFIED PRINCIPAL'S REPORT</p>								
2.	<p>REPORT FOR FINANCE – 28 FEBRUARY 2018</p> <ul style="list-style-type: none"> ● Payments for February 2018 were ratified as follows: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Payments made: 22/2 to 20/3</td> <td style="text-align: right;">\$ 150,871.00</td> </tr> <tr> <td>WAGES: PP 24 27/2/18</td> <td style="text-align: right;">\$ 50,096.96</td> </tr> <tr> <td>PP 13/3/18</td> <td style="text-align: right;">\$ 50,067.44</td> </tr> <tr> <td></td> <td style="text-align: right;">\$ 251,035.40</td> </tr> </table>	Payments made: 22/2 to 20/3	\$ 150,871.00	WAGES: PP 24 27/2/18	\$ 50,096.96	PP 13/3/18	\$ 50,067.44		\$ 251,035.40	<p>BOT AS INDIVIDUALS UNANIMOUSLY RATIFIED FINANCE REPORT</p>
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PP 13/3/18	\$ 50,067.44									
	\$ 251,035.40									
3.	<p>MANAGEMENT LETTER FROM CROWE HORWATH Letter was tabled and noted by the BOT. PB Walker clarified that this was for 2016 budget.</p>									
4.	<p>MINUTES The BOT minutes of 27 February 2018 were approved. Matters Arising</p> <ol style="list-style-type: none"> 1) Ties for prefects – Freddy-Ray advised there has been no further action. 2) Meeting with Argyle re The Rugby Shop – PB Walker advised the meeting took place between Argyle and The Rugby Shop. 	<p>BOT AS INDIVIDUALS UNANIMOUSLY AGREED</p>								

5.	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> • Inward <ol style="list-style-type: none"> 1) Permission to attend netball tournaments and apply for funding from NZCT – Kimiora Insley – The BOT required further information regarding the amount being requested for funding. Jo Chemis to meet with Kimiora Insley. 2) Sandy Anaru approval for maternity leave. BOT approved leave. PBW clarified that a relief teacher has been found for this period. 3) Charter 2018 – has been filed to the MOE and approved. • Outward <ol style="list-style-type: none"> 1) Letter sent regarding FOTS – Ross Dunn advised there have been 3 /4 parent & Whanau enquiries. Ross Dunn to update at next BOT meeting. 	<p style="text-align: center;">ROSS DUNN</p> <p style="text-align: center;">BOT AS INDIVIDUALS UNANIMOUSLY AGREED</p>
6.	<p>GENERAL BUSINESS</p> <ol style="list-style-type: none"> 1) Eastern Rotorua Kahui Ako – All documents circulated. Discussion took place regarding a representative from the board attending Eastern Rotorua Kahui Ako meetings. The Board decided not to appoint anyone at this time. 2) Fee Protection Policy for International Students. BOT ratified the policy. Jayne Humphries to update policy folder and website. 3) RTLB Documents – As referred to in point 7 iii a to e in the Agenda the BOT ratified all documents. 4) Flu Jabs – Staff to pay \$20. BOT to subsidise the balance. 5) Health & Safety minutes – Minutes of 21 March 2018 were ratified. 6) Contract Works Procurement Plan – PB Walker requested approval for 3 heat pumps - A22 (pre-fab building), Staff Room and Special Needs. BOT approved and ratified the sum of \$15,684.00. 7) NZSTA 2018 Conference – Wynel invited all BOT members to attend this year’s conference held in Rotorua 20 – 22 July 2018 at the Energy Events Centre. Registration fee will be paid for 2 BOT members. To be discussed at next meeting. <p>BOT meeting closed at 6 pm</p>	<p style="text-align: center;">JAYNE HUMPHRIES</p> <p style="text-align: center;">BOT AS INDIVIDUALS UNANIMOUSLY AGREED</p>
7.	<p>IN COMMITTEE</p> <p>It was moved that, in accordance with the terms of Section 48 of the Local Government Official Information Act 1987, the public be excluded from this part of the meeting for the reason that discussion of these matters would infringe the natural person under Section (2)a of the Local Government Official Information Act 1987, we now go into committee.</p>	

8.

OUT OF COMMITTEE

It was moved that members come out of committee and confirm matters in committee.

Next BOT Meeting 22 May 2018

Signed: _____

BOT Chair

Date: _____