



MINUTES OF ROTORUA LAKES HIGH SCHOOL
BOARD OF TRUSTEES MEETING - NOTES
HELD TUESDAY 30 JUNE 2015 AT 5.00 PM

PRESENT: Helen Tarei, Jo Sturme, Jo Chemis, Angela Cuff, Janelle Brunton, Mary-Ann Liley, Wynell Raureti-George

IN ATTENDANCE: Jayne Humphries Minute Secretary

APOLOGIES: Bruce Walker, Ross Dunn, Ngahaki Gardiner, Kelly Stevens

Conflict of Interest: Nil

1. Welcome

The Board welcomed Jo Sturme to the temporary role of Acting Principal and extended their full support.

2. Principal's Report

2.1 Jo Sturme presented Bruce Walker's report and further explained some points.

- Strategic Results
- Curriculum
- Professional Development
- Property/Resources
- Asset Protection NAG 4
- Health & Safety NAG 5
- Attendance, Absences & Truancy Report

2.2 **Attendance** – Jo highlighted our excellent attendance of 88.2%. Jo further informed the Board that the recent 'Big Day In' competition was extremely successful. The students were very engaged and encouraged one another to attend classes. Rotorua Girls won the prize of a lunchtime concert by 1 point and kindly extended an invite to 6 of our students. Another attendance drive will occur in August within RLHS only and spot prizes will be given.

2.3 **Property / Resources** – Jo advised that the S6 science block is extremely cold. A heater has been ordered and should arrive during the holidays. If the order does not materialize EO to investigate heat pump cost.

2.4 The tree at the 'hort' block will be removed during the holidays

2.5 Netball Roof – documentation has been sent to SIGMA via MOE. SIGMA will then put out to tender. Board to be advised when the contract has been awarded.

**Carried:-
Jo Sturme /
Mary Ann Liley**

4. Confirmation of 22nd JUNE 2015 Audit Meeting

Minutes of the AUDIT meeting held on 22nd June were confirmed. The following point was clarified:

Wages: the difference between wages is due to school holidays i.e. admin staff are not paid during any school breaks.

**Carried:-
Mary-Ann Liley /
Wynell Raureti-
George**

5. Confirmation 26 MAY 2015 BOT Meeting

Minutes of BOT meeting held 26 MAY were confirmed with the following changes:

4.2b - 'Stephanie' should read 'Kimiora'. It was further noted that the netball trip has been cancelled due to a number of students withdrawing.

6 – "hut block" should read "hort block".

Mountain Bike Uniforms – no quotes have been submitted. Request cancelled

**Carried:-
Helen Tarei /
Angela Cuff**

Rugby Trip, Water Polo Trip and Squash trip have all been documented and accepted.
Europe Trip – Jo Chemis announced that we have received \$20,000 from First Sovereign towards the trip which equates to \$1000 per student.

6. Correspondence

6.1 Minutes from Cluster Advisory Group – accepted by Board.
6.2 Letter of Acceptance Mrs Caroline Jacobs – accepted by Board
6.3 Letter from Glenda Curtis re proposed HILLARY Outdoors Trip.
Board unanimously approved and agreed that Glenda proceed with the grant application to the NZCT. The Board requested Glenda to meet with other Deans for student selection.

**Carried:
Helen Tarei**

7. General Business

7.1 Policies - All policies accepted. Jayne Humphries to update polices and insert in RLHS Policy File.
7.2 2014 Annual Report & Financial Statements – accepted by the Board.
7.3 Ngati Whakaue Education Endowment Trust – Milestone Report – to be emailed to all Board members – Jayne Humphries to send.

**Jayne Humphries to
action**

8. In Committee

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.

**Carried:
Helen Tarei**

9. Out of Committee

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

**Carried:
Helen Tarei**

CLOSURE

Meeting closed at 5.40 pm

Signed: _____
BOT Chair

Date: 26 MAY 2015