

**Logan Park High School Board of Trustees Open Session Meeting MINUTES**  
**Tuesday 4 September 2018 6.30pm Whanau Room**

**Admin**

**Present:** Peter Hills, Kristan Mouat, John Bradfield, Tracy Rogers, Ronda Grills, Cindy Hall, Ruth Barnett, Paul Fielding, George Sabonadiere.

**Apologies:**

**In attendance:** Gemma Harris

**Declaration of interests:** None

**Conflicts of interest:** None

**Motion:** Move that the above items be accepted:

Moved: Bradfield

Carried: Unanimously

## **1. Monitoring**

### **1.1 Finance reporting: July 2018.**

**Motion:** That the LPHS BoT adopt the finance report from the meeting held 28 August 2018.

Moved: Bradfield

Carried: Rogers

- Finance report discussed as tabled.

## **2. Administration.**

- 5 HR Self Audits – It was discussed and decided 5 Board members will review a self audit/policy each and add in reference to the relevant policies. We will aim to cover them over the next 2 meetings:

Self Audit 1 lines up with Health Safety & Wellbeing Policy – Cindy Hall

Self Audit 2 lines up with Appointments Policy and Procedures – Ruth Barnett

Self Audit 3 lines up with Personnel Policy – John Bradfield

Self Audit 4 lines up with Pastoral Policy – Ronda Grills

Self Audit 5 lines up with Principal's Performance Management Policy – Tracy Rogers

- John Bradfield has registered LPHS interest in the Spirit of Adventure student trustee training course.

### **2.1 Confirmation of Open Session Minutes 14 August 2018:**

**Motion:** That the LPHS BoT accepts the open session minutes from the meeting held on 14 August 2018 as a true and accurate record of the meeting.

Moved: Bradfield

Second: Hall

**Matters Arising:** None.

### **2.2 Open Session Correspondence:**

- STA News.
- Education Gazette – Tukutuku Korero.

### 3. Identify Open Session Agenda Items for next meeting 4 September 2018

- 5 HR Self Audit Reviews/Governance Policies.
- Updating 3 Governance Policies.

Ronda Grills arrived at 6:50pm  
Cindy Hall arrived at 7:00pm  
Paul Fielding left at 7:00pm

The chair moved that the meeting of the LPHS BoT move into Committee under the provisions of the Local Government Information and Meetings Act, 1987, to consider matters that come within the classification of Section 48 of the Act, to protect the privacy of students and staff. Carried unanimously.

Meeting Closed at 8:40 pm

**Next meeting:** Tuesday 16 October 2018 at 6.30pm in the Whanau Room.

*J. Brephill*  
19/11/18