

Logan Park High School Board of Trustees Open Session Meeting MINUTES
Tuesday 4 December 6.35pm Whanau Room

Admin

Present: Peter Hills, Kristan Mouat, John Bradfield, Cindy Hall, Ruth Barnett, Paul Fielding, Sophie Sun.

Apologies: Ronda Grills, Tracy Rogers.

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: October 2018.

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

Moved: Barnett

Carried: Fielding

- Bank staffing was discussed. Hoping to track closer to zero next year. The March 2019 roll return will indicate our staffing needs for next year.
- The Monheimer investment was requested to be borrowed to pay creditors and agreed on.

Motion: That the LPHS BoT agrees for the Monheimer investment money to be released in the short term to pay creditors and returned to a term deposit at the soonest possible date in 2019.

Moved: Bradfield

Carried: Unanimous

2. Administration.

- The Strategic Plan will be finalised at the February meeting and sent to the Ministry in March.
- Crowe Howarth Audit and Assurance Consideration of Fraud and Error form will be filled out by John Bradfield.
- Register of Interest was discussed and an email will be sent to confirm no changes to this document.

2.1 Confirmation of Open Session Minutes 19 November 2018:

Motion: That the LPHS BoT accepts the open session minutes from the meeting held on 19 November 2019 as a true and accurate record of the meeting.

Moved: Bradfield

Second: Unanimous

Matters Arising: None.

2.2 Open Session Correspondence:

- NZ Education Gazette – Tuketuku Korero.
- Crow Howarth Audit and Assurance Consideration of Fraud and Error Form.

3. Identify Open Session Agenda Items for next meeting 12 February 2019

- Confirm Strategic Annual Plan 2019.
- Confirm Board Election 2019 date.
- Appoint Returning Officer.
- Code of Conduct/Register of Interest forms to be filled out.
- Vietnam Itinerary.
- Confirm a date for BoT information evening.

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 8:15 pm

Next meeting: Tuesday 5 February 2019 at 6.30pm in the Whanau Room.



5/3/19.