

ALFRISTON COLLEGE
Board of Trustees

Board Meeting Agenda and Minutes - Monday 27 June 2022, 6.00pm,
Alfriston College Boardroom and via Google Meeting
Google Meet ID: meet.google.com/czy-ntey-ssw

Chair:	Sarah-Jane Whitehead		
Welcome:	N/a		
ADMINISTRATION:			
Present:	Sarah-Jane Whitehead, Diane Black, Steve Miller Robert Solomone, Sarah Loomb Jolie Kay-Cassin (minutes)		
Apologies:	Isaac Tekai, Kaira-Jo Talagi-Ikiua, Sala Sefilino <i>It was then moved that the apologies be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried		
Declaration of conflict of interest:	Nil		
Members of the Public:	Nil		
In attendance:	Nil		
Presentation by:	Nil		
IN-COMMITTEE DISCUSSION:			
In-Committee:	At: 6.05pm <i>It was then moved that in order to discuss financially sensitive and ensure privacy of individuals the public is removed from the next section of this meeting</i> Moved: S-J Whitehead Seconded: R Solomone Carried Steve left meeting at 6.18pm		
Out of In-committee:	<i>It was moved that the meeting now enable the public to attend</i> Moved: S-J Whitehead Seconded: R Solomone Carried At: 6.53pm		
TABLED DISCUSSION:			
Subject	Discussion / Details / Resolution:	Who:	Timeframe:
Work in progress:	Nil		
MONITORING / STRATEGIC:			
Subject	Discussion / Details / Resolution:	Who:	Timeframe:
Health, Safety and Welling [HSW] report:	Discussion: <ul style="list-style-type: none"> Refer to in-committee minutes 		

<p>Employment, Finance and Property [EFAP] report:</p>	<p>Tabled documents:</p> <ul style="list-style-type: none"> • Agenda/minutes of meeting 22 June 2022 • HR report for June 2022 • Exit survey summary 2021 • Financial statements for May 2022 • Property report June 2022 <p><i>It was then decided that the tabled documents be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p><i>It was then moved that the EFAP Report be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p>Recommendations:</p> <ul style="list-style-type: none"> • That the HR report for June 2022 be tabled at the next BOT meeting • That the exit survey summary 2021 be tabled at the next BOT meeting • That the monthly financial statements for May 2022 be tabled at the next BOT meeting for ratification • That the property report for June 2022 be tabled at the next BOT meeting for ratification • That Kowhai Cleaning be contracted to provide after school cleaning until the end of the 2022 year • That BB Cleaning be contracted to continue to provide daytime cleaning until the end of the 2022 year • That we accept Beejays Construction vinyl flooring project 2 to replace vinyl in the gymnasium, staffroom toilets, theatre toilets and music toilets • That we accept Dugs Plumbing quote to remove and reinstall 24 toilets, tapware, gymnasium shower mixes and head, staff urinal flush valve <p>Moved: S-J Whitehead Seconded: R Solomone Carried</p>		
<p>Planning/Reviewing and Achievement/Teaching and Learning [PRATL] report:</p>	<p>Tabled documents:</p> <ul style="list-style-type: none"> • Agenda/minutes of meeting 23 June 2022 <p><i>It was then decided that the tabled documents be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p><i>It was then moved that the PRATL Report be accepted</i> Moved: S-J Whitehead Seconded: R Solomone Carried</p> <p>Recommendation: That the board accept no out of zone enrolments (including siblings) for 2023 Moved: S-J Whitehead Seconded: R Solomone Carried</p>		
<p>School Leader's report:</p>	<p>Tabled documents:</p> <ul style="list-style-type: none"> • School leader's report June 2022 <p><i>It was then decided that the tabled documents be accepted</i> Moved: R Solomone Seconded: S Loomb Carried</p> <p><i>It was then moved that the School Leader's Report for June 2022 be accepted</i> Moved: R Solomone Seconded: S Loomb Carried</p>		
<p>Minutes of previous meeting and matters</p>	<p>Tabled documents:</p> <ul style="list-style-type: none"> • Agenda/minutes of meeting 30 May 2022 		

arising from the minutes:	<i>It was moved that the minutes of 30 May 2022 meeting be taken as read and accepted as a true and accurate record</i> Moved: S Loomb Seconded: D Black Carried		
Correspondence:	Tabled documents: <ul style="list-style-type: none"> Inwards and outwards correspondence <i>It was then moved that the tabled inwards and outwards correspondence be received and accepted</i> Moved: R Solomone Seconded: D Black Carried		
Review of AC Charter, Governance and Operational Policies 2018 v5:	Nil		
C1.3 Meeting checklist:	<ul style="list-style-type: none"> February <ul style="list-style-type: none"> Elect Board Presiding Officer - Actioned Review co-opted/seconded positions (reason/end date) - N/a Review board roles and responsibilities - Actioned March <ul style="list-style-type: none"> Appoint NZSTA delegate to vote on behalf of the board 		
C5.1 Triennial review programme [internal evaluation process]:	<ul style="list-style-type: none"> Annual aims reviewed/reported via school leader report on-going Community of Learning/Kahui Ako regularly reported via school leader report on-going Board self-directed learning on-going February <ul style="list-style-type: none"> Elect board presiding officer / deputy presiding officer [except in election year] - Actioned Review co-opted / seconded positions [reason / end date] - Actioned Board roles and responsibilities - Actioned Plan board professional development for year - Actioned March <ul style="list-style-type: none"> 1 March roll return - Actioned 		
Any other matters:	Tabled documents: <ul style="list-style-type: none"> Alfriston College 10YPP to 2024-25 confirmed 5-year agreement to 2024-25 for signing Alfriston College model Alfriston College Cyclical maintenance 2019 		
IDENTIFIED AGENDA ITEMS FOR NEXT MEETING:	Nil		
PREPARATION FOR NEXT MEETING:	<ul style="list-style-type: none"> Health, Safety and Wellbeing, 4.00pm, Monday 22 August 2022 Employment, Finance and Property, 4.00pm, Wednesday 24 August 2022 Planning/Reviewing and Achievement/Teaching and Learning, 4.00pm, Thursday 25 August 2022 BOT monthly meeting, 6.00pm, Monday 29 August 2022 		
MEETING CLOSURE:	At: 7.28pm		

NOTE: A meeting quorum consists of more than half the Trustees currently holding office. Declaration of a conflict of interest does not destroy a quorum. Seven Trustees currently holding office = quorum **four** Trustees

Signed by Board Representative:

Dated: