

**PUKETE PRIMARY SCHOOL  
MINUTES OF PUKETE SCHOOL BOARD OF TRUSTEES  
HELD 21 FEBRUARY 2018 AT 5.30PM**

<b>PRESENT</b>	Kylea Heaton (Chairperson), Katrina Jamieson, Gavin Oliver (Principal), Teresa Smith, Amie Whenuaroa, Ant Cuthers and Frank Jackson
<b>APOLOGIES</b>	Nil
<b>RATIFICATION OF MEETING AGENDA</b>	<b>RESOLVED:</b> Standard Agenda plus Code of Conduct signings and Pukete School Delegations
<b>CHAIRPERSON ELECTION</b>	Kylea Heaton was nominated for Chairperson this was seconded and passed.
<b>DECLARATION OF INTERESTS</b>	There were no changes to declarations of interests for this meeting
<b>MINUTES OF PREVIOUS MEETING</b>	<b>RESOLVED:</b> That the minutes of 13 December 2017 meeting be adopted.
<b>MATTERS ARISING</b>	<ul style="list-style-type: none"> <li>● Frank Jackson to contact Councillor Dave Macpherson to meet regarding the Pukete Road crossing.</li> <li>● OIA update is nearly ready to go.</li> </ul>
<b>CORRESPONDENCE</b>	<p><b>Inwards Correspondence</b></p> <ul style="list-style-type: none"> <li>● MOE- Review of Statutory Intervention</li> <li>● Hamilton City Council - Rotokauri Bulk Water main work on Cullimore Street</li> <li>● NZEI - Notification of paid union meetings for teachers</li> <li>● NZSTA - Registering a Delegate for the NZSTA AGM</li> </ul> <p><b>Outwards correspondence</b></p> <ul style="list-style-type: none"> <li>● Nil</li> </ul> <p><b>RESOLVED:</b> That the inwards correspondence be received.</p>

<p><b>PRINCIPAL'S REPORT</b></p>	<p><b>RESOLVED:</b> That the Principal's Report as tabled be adopted less recommendations.</p> <ul style="list-style-type: none"> <li>• The 2018 budget be approved.</li> <li>• The PTA 2018 initiatives and projects ( spending ) are approved.</li> </ul>
<p><b>DELEGATIONS</b></p>	<p>The Delegations were approved as per the Board of Trustees Handbook. No changes are required for the banking signatories.</p>
<p><b>FINANCIAL REPORT</b></p>	<p><b>RESOLVED:</b> That the December accounts as tabled be ratified and the accounts for payment approved.</p>
<p><b>GENERAL</b></p>	<ul style="list-style-type: none"> <li>• Staff Engagement Survey - as per the recommendations Teachers and Support Staff had a ½ day session on this during call back days.</li> <li>• A Teaching position has been advertised in the Gazette.</li> <li>• Some cladding has been replaced around the school.</li> </ul>
	<p><b>There being no further business the meeting closed at 7.36 pm.</b></p>

Accepted as a true and correct record,

.....Chairperson

Dated:.....