

ALBANY JUNIOR HIGH SCHOOL**BOARD OF TRUSTEES**

Minutes of the meeting held at the Albany Junior High School
on Monday 22nd August 2017, at 5.30pm in the Boardroom.

Present: Jeff Stangl (Chair), Stephen Kendall-Jones, Fran Dowson, Lisa Compton, Ian Tagg, Andrea Dance.

Apologies: Chris Ward, Yas Greenslade

Board Secretary: Maree Nolan

1. Data presentation

- MOY data and processes presented. Board given full results for Y7-10 in reading, writing and maths. Plans for targeting under performing students agreed.

Consent Agenda**2. Confirmation of Minutes of previous Board Meeting.**

- Minutes accepted as a true and accurate record.

3. Correspondence

- Logan Coleman, CoL role across schools – duly noted and approved by Board. To now confirm in letter to Logan

4. Principal's report

- Accepted. Executive Summary on Trend Data on Dropbox

5. Finance report

- Accepted.

ACTION:

- 1. Moved and seconded that the consent agenda, inclusive of items 2-5 be taken as read.**

6. Appointment of Project Managers for 10YPP

- Board discussed and agreed to appoint Waitakere Architects Ltd but delegate Principal to negotiate on behalf of the school for best outcomes.

7. HR Self-Audit Checklist Process 5 – Performance Management

- Reviewed and discussed, no amendments or changes

8. NZ Police – Drug Dogs

- Board recognise, agreed and supported the decision for Drug Dogs [NZ Police] to come to the school.

NEXT MEETING: Tuesday 26th September 2017 at 5.00pm.

Meeting closed at 7:10pm

.....

Chair

Jeffrey Stangl

.....

Date

ACTIONS

Amended action from Jan meeting	Person Responsible	Date required
2015 finalised audited accounts signed copies and management letter for ratification.	Business Manager	When received from BDO
2016 pre-audited accounts	Business Manager	As soon as finalised
Action from Feb meeting	Person Responsible	Date required
Check with other Junior Highs to see if they would be interested in an NZSTA workshop for combined boards of Junior High Schools.	Board Secretary	23.05.17