

ALBANY JUNIOR HIGH SCHOOL
BOARD OF TRUSTEES



Minutes of the meeting held

on **Tuesday 27th June 2023, at 6.00pm**

Present: John Rutherford (Chair), Cushla Shepherd, Lisa Lumsden, Samantha Ebel-Brown, Farhad Mahdipour, Sabine Brooke, Lisa Compton, Gareth Juddery, Sarah Guise, Alan Curtis (Consultant), Michael O'Brien (NZSTA)

Apologies:

Minutes taken by: Maree Nolan

18:03 Whakatauki (from John) and Welcome to Alan Curtis (Consultant) & Michael O'Brien (NZSTA)

18:05 Apologies / Declaration of any conflicts of Interest

- Apologies :
- Declaration of conflict of interest: none registered

18:05 Consent Agenda: (Chair)

- Confirmation of minutes 30/05/23;
Action: Motion to accept Consent agenda and previous minutes. All in favour
Action: Motion to accept / give Alan Curtis & Michael O'Brien Speaking rights. All in favour
- Confirmation of Finance Sub Committee minutes 23/06/23;
Action: Motion to accept Finance meeting minutes. All in favour
- Confirmation of Board Chair Report 31/05/23 – 23/06/23;
Action: Motion to accept Board Chair report. All in favour

18:07 Principal Report

- Look to MoE for support with Board training for Disciplinary meetings
- Arrange for Demian Shaver & Grant Macpherson to present at Board Meeting on AJHS Student pastoral process
- Uniform review – planned consultation with Students, staff and caregivers across Term 3. To then bring findings back to the Board, for Uniform policy review
Action: Motion to accept Principal Report. All in favour

18:48 Finance and Property Report

- Forecast for year end presented. Analysis and narrative to be added, for the Board to then send to MoE
Action: Motion to accept Finance and Property Reports. All in favour

19:22 5YA Project Manager

Action: Resolution from the Board to appoint Tim Purdon as Project Manager on the proposed 5YA projects (Security Alarm system, Fire Panel, HVAC system). All in favour

19:37 July Board Meeting

Action: July meeting cancelled, next meeting will be Tuesday 22nd August. All in favour

18:45 Parent Survey – analysis of feedback

- Report drafted from data collected and analysed with themes.
Action: Board to review report offline, and send feedback to Principal (SLT)

Thanks to Alan Curtis and Michael O'Brien for attending – left meeting

19: 51 "In Committee"

Meeting closed 20.25pm

NEXT MEETING: - Tuesday 22nd August, 6.00pm at AJHS



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Presiding Member [John Rutherford]

28/06/23
Date