

**VERRAN PRIMARY SCHOOL  
BOARD OF TRUSTEES MEETING MINUTES  
26<sup>th</sup> June 2012**

**Start time:** 7.00pm

**Present:**

Jo Bramley  
Leonie Sykes  
Jo Cancare  
Paulette Watt

Jeanette Dunning  
Maryrose Barker  
Isaac Driver  
Craig Hazeldine

**Apologies:** Jackie Kerr

**Minutes of last meeting** ID/CH

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7.00pm

**Subject**

In Committee

**Reason**

Confidentiality

**Grounds**

Local Govt Official Information &  
Meeting Act 1978 s48/1b

7.10pm

**Subject**

In Committee

**Reason**

Confidentiality

**Grounds**

Local Govt Official Information &  
Meeting Act 1978 s48/1b

7.20

**Subject**

In Committee

**Reason**

Confidentiality

**Grounds**

Local Govt Official Information &  
Meeting Act 1978 s48/1b

7.30pm – public meeting resumed

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**Front Fence**

Carried forward

**Office PC**

It has been replaced and is working well.

**Property Plan**

Craig moved that the plan is to be approved.

Seconded Jo Bramley

Passed unanimously

Action to be taken on Waitakere Architects 10 Year Plan:

1. Sign the acceptance
2. Submit the plan and the acceptance to the Ministry
3. Pay the Waitakere Architect's invoice
4. Raise the invoices for the furniture and equipment re-imbursement

### **Planned Maintenance**

Priorities are –

Heat Pumps – \$40,000

Hall exterior and doors - \$ 100,000

Classroom modernization

Toilet upgrades

### **Lighting**

Camera images need to be connected to the server so that the school may be viewed after hours and during holidays.

### **Painting**

Isaac will speak to Nigel about painting the next block.

### **ERO**

The provisional report has been received. We have some wording changes to recommend e.g. "not meeting requirements of reporting".

### **Alarm in the Library**

The alarm is working.

### **Hall Renovation**

The sub-committee will contact Birkenhead Licensing Trust regarding a grant for the hall extension. Jo Cancare to Chair, Jo Bramley and Jeanette Dunning to participate.

### **Waitakere Architects**

The hall will be upgraded in two stages –

1. The outside walls will be re-clad and the doors will be changed. This will make the hall water tight.
2. An extension will be built.

To extend the hall we will need to provide all of the funding as we are at 100% of our land to building ratio.

Jo Bramley proposed that this plan be accepted.

Isaac Driver seconded

Carried

### **Election of Chairperson**

Jo Bramley has stepped down as Chair.

Craig Hazeldine nominated Jo Cancare to be Chair

Seconded by Jo Bramley

Jo Cancare nominated Jo Bramley to support the Board for the next six months

Seconded by Craig Hazeldine

Jackie Kerr will be trained as Treasurer over the next six months.

**Principal's Report**

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**Report from Deputy Principal on National Standards**

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**General Business**

A BOT newsletter will be written by Paulette about "League Tables"

Thank you to Jo Bramley for her wonderful job as Board Chair.

**Meet Closed:** 9.10pm

**Next Meeting:** 31<sup>st</sup> July 2012