

CONFIRMED MINUTES

LBC BOARD OF TRUSTEES MEETING

At the **LBC Board of Trustees Meeting** on **9 Aug 2022** these minutes were **confirmed as presented**.

Name:	Long Bay College
Date:	Tuesday, 5 July 2022
Time:	7:00 pm
Location:	Long Bay College, Ashley Avenue, Long Bay
Board Members:	Kevin de Jong (Chair), CJ Healey, Derek Blank, Melinda Hobman, Richard Beechey, Steve Piner, Holly Bagwell
Apologies:	David Bodger, Simon Tran, Christy Allison, Vanessa Mitschak

1. Opening Meeting

1.1 Welcome and Karakia

Meeting cancelled on the day, due to the absence of four Board Members (Christy Allison, David Bodger, Vanessa Mitschak and Simon Tran).

Motions in the Board Pack sent via email on 06/07/2022 for consideration by the Board. All were approved and are minuted below.

1.2 Confirm Minutes

LBC Board of Trustees Meeting 7 Jun 2022, the minutes were confirmed as presented.

June 2022 Minutes confirmed via email 14/07/2022.

1.3 Interests Register

2. Principal's Report

2.1 Principal's Report



Resignations and New Staff Appointments

MOTION: Move that the Board ratify the resignations and accept the new staff appointments as detailed below:

Resignations:

- Kerryanne Mayhew, Performing Arts Teacher, effective 16 August 2022.
- Claudia Jansen, School Secretary/Receptionist, effective 21 July 2022.

- Annabel Bailey, Library Manager, effective 27 July 2022.

New staff appointments:

- Karen Orsler, Sports Coordinator, permanent part-time, commencing 20/06/22.
- Jackson Kyle, Music Teacher, fixed term full-time, commencing 04/07/22 until 08/12/22.
- Anna Condon-Motion, Drama Teacher (fixed term maternity cover), commencing 25/07/22 until 06/04/23.
- Amanda French, English Teacher, permanent full-time, commencing 25/07/22.
- Hayley Hardy, Science Teacher, permanent full-time, commencing 08/08/22.
- Linda Everett, HOF Business, permanent full-time, commencing 15/08/22.

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved



Staff Leave Request - Cameron Lacey

MOTION: Move that the Board approve the leave request for Cameron Lacey from 24/04/2023 to 05/05/2023 (first two weeks of Term 2, 2023).

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved



Overnight Trip Approvals

MOTION: Move that the Board approve the following overnight trips:

1) UNISS Netball Tournament

Date(s): 2022-08-29 to 2022-09-02

Location: Howick Pakuranga Netball Centre, Lloyd Elsmore Park, 451 Pakuranga Highway, Pakuranga, Auckland

2) Chica Gilmer Trophy Tier 3

Date(s): 2022-08-28 to 2022-09-02

Location: Mitre 10 Mega Hockey stadium, Rosa Birch Park, Beresford St, Pukekohe

3) Mayhill Cup

Date(s): 2022-08-28 to 2022-09-02

Location: Mitre 10 Mega Hockey stadium, Rosa Birch Park, Beresford St, Pukekohe

4) North Island Secondary Schools Snowboarding Championships

Date(s): 2022-09-26 to 2022-09-28

Location: Turoa

The following trips were approved via email on 10 June 2022:

- 1) **NZ Secondary School Boys Football Tournament**, 29/08/22 to 02/09/22, Tikipunga Park, Whangarei
- 2) **Basketball Northern Cup**, 31/08/22 to 02/09/22, Pullman Arena, Takanini
- 3) **Basketball Junior Premiership**, 27/08/22 to 30/08/22, Pullman Arena, Takanini

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved



Principal's Expenses - May 2022

MOTION: Move that the Board approves the Principal's Expenses of \$725.57 for May 2022.

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved



Principal's Report

MOTION: Move that the Board accept the Principal's Report as read.

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved

3. Student Trustee Update

3.1 Student Trustee Update

4. Finance & Property

4.1 Matters Arising from the Finance & Property Subcommittee Meeting

5. Other Business

5.1 Other Business



Textbook Write Off Requests

MOTION: Move that the Board approve the following obsolete or damaged textbooks being written off, and approve the textbook lists as per attachment 5.1b of the Board pack being written off, should they be required.

Department	Total Textbooks	% of total stock
DANCE	52	.23%
ESOL	162	.72%
LEARNING SUPPORT	18	.08%
MUSIC	18	.08%

SOCIAL SCIENCE	155	.69%
TOTAL	405	1.8%

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved



Teacher Aide Proposal

MOTION: Move that the Board approve the request for one additional Teacher Aide.

Decision Date: 7 Jul 2022
Mover: Vanessa Mitschak
Seconder: Kevin de Jong
Outcome: Approved



School Elections - External Returning Officer Services

MOTION: The Board appoint CES as Returning Officer Service for the 2022 Board elections, pending the privacy policy being suitable.

Decision Date: 6 Jul 2022
Mover: Derek Blank
Seconder: Vanessa Mitschak
Outcome: Approved

6. In-Committee Business

6.1 In-Committee Business

7. Housekeeping

7.1 Next Meeting Dates

- 09 August
- 06 September
- 25 October
- 29 November

8. Meeting Review / Closing Karakia

8.1 Karakia

9. Close Meeting

9.1 Close the meeting

Next meeting: LBC Board of Trustees Meeting - 9 Aug 2022, 7:00 pm

Signature: _____

Date: _____