**BOT meeting Rotorua Seventh Day Adventist School**

**June 19th 2013 @630pm**

Present – Lanea Strickland, Bobby Howard, Pam Ewing, Raynor Shipgood, Nalau Burt,

Jennifer Burt, Maraea Van Gent & Paul Jonker

Apologies – Mary Bates

Declaration of interests - Maraea is Laneas Mother, Nalau and Jen are husband and wife.

Welcome – Lanea Strickland

Elect Board Chair-

Nominations: Nalau, Maraea, Justine, Mary

Paper Vote: Justine 3, Nalau 2, Maraea 2, Mary 1

Justine was not at meeting, will carry over until next month.

Paul arrived 7pm

Financial committee:

Justine, Mary & Maraea

Moved to accept finance committee Paul second Pam

Staff appointed committee:

Bobby, Nalau, Mary

Moved to accept staff appointment committee Maraea second Lanea

Policy committee:

Jen, Maraea, Lanea

Moved to accept polict committee Marea second Lanea

Curriculum committee:

Bobby, Maraea, Pam

Moved to accept curriculum committee Jen second Paul

Approved minutes from April & May

Moved Lanea second Jen

Wiki spaces was explained to new BOT by Lanea.

ERO coming 2 July. Lanea asked all BOT members come and support. ERO will be going through classrooms.

Financial – Lanea explained new budget, has been moved around to reflect new charter. Finance committee to go over and present back at next board meeting.

Signatories- Westpac account. Paul is coming off as a signatory and Maraea is going on as signatory. Justine is staying the same.

School server purchase, went through options with Lanea. Moved to accept SMARTNET Bobby second Maraea.

Upgrade to windows 7 – free but labour will cost $70 ph. Will possibly take 5-6 hrs. Finance committee to investigate further, report back at next meeting.

Pak n sav account. This will cut down on staff using personal tobuy items for school. Approved. Moved to accept school has a pak n sav accout Paul second Nalau.

Diverse distributors account. We have been using church account, school needs own cleaning material account. Approved. Moved to accept approval of diverse distributors account for school Pam second paul.

Bunnings account. For school purposes. Moved to accept approval for bunnings account Nalau second Raynor.

SNUP Wirerless upgrade- 69% funded by MOE 31% by school. Finance committee to investigate.

Approval for extra day principal release for term 2. Moved Paul second Nalau.

Principals report, We now have 30students, major overhaul on curriculum. Lanea has asked for help with this from BOT, curriculum committee and will also seek outside help.

Bobby left meeting at 8pm

Teacher aide position 1.5 hours per day starting 25 June Lanea will get someone to cover until end of term.

Principal lease position, care taker position, Teacher aide 4 hours per day, Teacher aide 1.5 hours per day all starting term 3, staff appointments committee to meet, discuss make decision and report back to BOT before end of term 2.

Lanea advised board, remove and destroy dated school documents as per requirements.

Sandpit FOTS has fundraised for this. Leave until plans are presented to board.

Meeting closed 830pm.

Closing prayer Nalau.

Next meeting July 31 2013 @ 630pm

\*Spoke with NZSTA 24/6/2013 10am, advised we call special meeting to select chairman ASAP, start chairman process again.

**BOT meeting 24/6/2013 @ 7pm**

Present – Paul, Jennifer, Nalau, Maraea, Justine, Bobby, Raynor, Pam and Lanea.

Apologies – Mary Bates

Declaration of interests - Maraea is Laneas Mother, Nalau and Jen are husband and wife.

Elect chairman. Nominations:

Bobby nominated Maraea

Maraea nominated Nalau. Nalau declined.

Moved Maraea become chairman of board for Rotorua SDA school by Jennifer seconded Bobby. All in favour.

WelcomeMaraea.

Move to accept Maraea as signatory on Westpac account with Justine moved Paul second Bobby.

BNZ signatory, Maraea has asked not to be a signatory on same account as Lanea. Nalau Moved to accept Justine be added onto BNZ account as signatory with Lanea, second Paul.

Eftpos card-open new single sign account at Westpac. Specific amount can be transferred to this account ie for school camp. Lanea Moved to approve opening of new account second Nalau.

Approval of internet banking. Moved Justine second Maraea.

Jennifer secretary for SDA school Lanea Principal for SDA school, to have access to internet banking, to transfer money as required. Moved Justine second Paul.

Meeting closed at 730pm

Paul closed with prayer.