

HALSWELL PRIMARY SCHOOL

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD ON TUESDAY 7 DECEMBER 2015 AT 5:30PM Halswell Primary School

1. ADMINISTRATION

1a. PRESENT

Mr B Crammond (Chairperson), Mr B Topham (Principal), Ms G Carson, Cathie Zelas (Associate Principal), , Mr E Moore, Mrs D Smail, Mr S Perrin (via cellphone), Mr T Stewart

IN ATTENDANCE

Vicki Lloyd (Minute Secretary).

1b. APOLOGIES

Mr J Busbridge, Miss L Dovey

B Crammond welcomed everybody to the Board Meeting

B Crammond asked the Board members who were present if there were any objections to go into 'In Committee' at the beginning of the meeting. B Crammond had already sent out an e-mail to the Board of Trustees prior to this meeting and the Board agreed that this meeting should be In Committee.

Motion: Moved Chairperson

The Board all agreed to go into 'In Committee' at the start of the meeting **Carried**

Board moved into Public Excluded Session at 5:35pm

Motion: Moved Chairperson

That the meeting move into Public Excluded Session for reasons of legal and professional privilege and to protect the privacy of natural persons. **Carried**

While in Public Excluded Session, Board held discussion on the China & Korea Trip and Staffing

Motion: Moved Chairperson

That the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board. **Carried**

The meeting resumed in public session at 7:20pm

There being no further business the meeting closed at 7:25pm.

Next meeting at 5pm on 15 December 2015 followed by end of year get together at J Busbridge's house

CONFIRMED.....15 December 2015
CHAIRPERSON