

**Papakowhai School Board of Trustees**  
**Minutes of the Special Meeting 28 June 2018**  
**at 7.00pm in the staffroom**

<b>BOT Present</b>	Gary Tonkin (Chair)- GT Mark Smith (Principal)-MS Craig Brown – CB Craig Hill- CH Nathan Grennell- NG Kerry Weir-Smith - KWS Andrew Graham- AG Heather Turner (Minute Secretary)
<b>Apologies</b>	Melanie Richardson-MR John Schwalger –JS

Information	Action
Meeting commenced with Karakia	
The meeting was called to discuss the feedback received during the formal consultation period on changing the enrolment zone of Papakowhai School for 2019, and to make a decision on what was to be recommended to the Ministry of Education for the 2019 school zone.	
All feedback received was provided to the BOT prior to the meeting	
A drafted summary of the feedback, organised by theme, was presented and discussed in full – all changes considered appropriate were made.	
<p>The Board reflected on all the information held and discussed whether any further changes to the zone should be made. The members present all agreed that the zone as communicated in the formal consultation document should be recommended to the MOE for adoption for 2019, with the slight amendment to include Peel Lane as being in zone for 2019. (This was correctly shown on the map but was incorrectly omitted from the list of streets in the description).</p> <p><i>Motion presented: That the 2019 Papakowhai School home zone advertised in the formal consultation document dated 25 May 2018 be forwarded to the Ministry of Education for its approval.</i>  <i>Moved by GT, seconded NG – carried</i></p> <p>The Board also acknowledged the issue for those with siblings of existing students who would be deemed out of zone for 2019 and the uncertainty provided to them with the pending MOE decision on a school located in Aotea. The Board discussed allowing for some out of zone places to provide additional time for family decision making.</p> <p><i>Motion presented: The Board of Trustees commits to advertising up to ten out of zone places for 2019 for year one siblings of current pupils by 1 September 2018</i>  <i>Moved CH, seconded KWS – carried</i></p>	<p><b>GT/MS to email this motion to absent BOT members to seek their feedback on both motions.</b></p> <p><b>MS to communicate with MOE on recommended 2019 zone by 3 July 2018 and to request a response by end of term 2.</b></p>

The request under the Official Information Act was discussed. All information requested will be made available.	<b>NG to prepare response to OIA request</b>
Meeting closed at 9.15pm	