

**Kelston Deaf Education Centre**

**Minutes of a Meeting of the Board of Trustees  
held on 18 July 2012 commencing at 6.00pm**

**Present:** Jo Studer (Chairperson) JS  
David Foster (CEO) DF  
Dave Thomas DT  
Leah Petersen LP  
Glenn Dillon GD  
Chris Blum CB  
Rhian Yates RY  
Michelle Keenan MK  
Eric Matthews EM

**Apologies:** Eric Coppage

**Absent:**

**Secretary:** Jill Ford

**Interpreters:** Dan Hanks, Kaye Bird

**In Attendance:** Tom Purvis, Margaret Carr, Hilda Baker, Shona Jones

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**WELCOME**

Welcome everyone to the Board of Trustees meeting tonight.

**CONFIRMATION OF MINUTES OF MEETING HELD ON 20 JUNE 2012**

MOVED that the Minutes of the meeting held on 20 June, 2012, be accepted.

Glenn Dillon / Dave Thomas  
CARRIED

## **Discussion:**

KDEC Conference: Decided on a long lunch at the Conference rather than a dinner the night before.

Perhaps look at a Celebration re Combined Boards for the end of an Era and the start of a new Era – more justified and could possibly have media coverage. A Celebration of where Deaf Education is going too. This could involve everybody including the students.

Look at options to celebrate the transition.

Explore formal options with the MOE around what this transition celebration could look like.

David will speak with Don Couling and Sally Jackson regarding a formal celebration.

Page 4: Under Property – change Mary Bramley to “Mark”.

Change “yesterday” to the correct date.

## **CONFLICT OF INTEREST**

Nil

## **COMBINED BOARDS**

### **Discussion of Draft Constitution**

Acknowledged Ross Wilson’s passing – David attended his funeral. VADEC Board Chair was also in attendance.

David went through the Proposed Constitution.

**Moved** that the Draft Constitution be endorsed by the Board.

MOVED from the Chair  
CARRIED

## **FINANCE**

### **June Financials**

Received

Current Surplus of \$262,389.

Ahead of what we budgeted for.

In Finance Report (2<sup>nd</sup> page) under heading “Chronicles”. We ordered and printed 500 copies and we need to sell 350 to recover costs.

Finances around ICT – one of the five priorities was investment in ICT. There is a mixture of staff and student access over the next five years to promote ICT.

MOVED from the Chair  
CARRIED

## **PROPERTY**

### **Archibald Campus Rebuild**

Email received on Tuesday 17 July from Karen Pedersen re Architect.

Reply from Karen – no decision yet but very close – we will advise once we have made a decision.

Eric M explained what the Transition students have been doing. They brainstormed what they would like to see in the Rebuild. Eric’s group talked about the Village and it’s location. Would like to see it located closer to Archibald Road end and next to the Village the Marae. A flatting set up where students could transition into before leaving KDEC was also suggested. This was recorded and Eric will share it with Rhian and the rest of the Project Control Group.

Deaf Awareness Training for the Project Control Group (Project Manager, Architect) and also to help with interacting with the Deaf staff on the PCG has been suggested.

This Deaf Awareness Training has been offered to new staff, PCG, and any external trainers who will be taking a workshop at the Staff Conference. Scheduled for 12.30-2.00pm on Tuesday 31 July after a Powhiri at 11am to welcome everyone.

Deaf Awareness Training should be offered to new Board members.

Leah Petersen / Michelle Keenan  
CARRIED

## **BOARD STRATEGY**

### **ERO Review – Confirmed Timetable**

Dates confirmed for ERO meetings with Board members.

### **PRESCHOOL TRUST DEED**

With ERO coming through and the Combined Boards this may be something that we need to move on quickly.

**POLICIES & PROCEDURES**

**Email & Internet Safety Policy**

The Board agreed to adopt the Policy.

David Foster / Dave Thomas  
CARRIED

**Cyber Safety User Agreement**

The Board agreed to adopt the Policy.

Leah Petersen / Glenn Dillon  
CARRIED

**CORRESPONDENCE**

MOVED that the correspondence be accepted.

Michelle Keenan / Glenn Dillon  
CARRIED

**GENERAL BUSINESS**

Nil

**Next Meeting:** 22 August 2012

Meeting closed at 7.10pm.

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Jo Studer  
**Chairperson**  
**Board of Trustees**