

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 26 JUNE AT 6.30 PM**

PRESENT: Scott Allen, Darrel Goosen, Ellen Edwards, David Whyman, Sarah Martin, Alastair McAuley, Shannon Sweetman, Jenny Blythen.

APOLOGIES: Rebecca Dykes

DECLARATIONS: Nil

SCHOOL PEPEHA:

Shannon presented this and spoke on the working process and explained the wording that connects with our MAGIC theme. Students will learn the Pepeha for school events. The Pepeha was discussed and Shannon answered questions from the Board.

MATHEMATICS SHORT REVIEW REPORT:

Ellen explained the achievement targets as at the end of 2022, the data analysis and the priorities to action. The report was discussed and Ellen answered questions from the Board.

Scott thanked Shannon and Ellen for their reports.

HALL RECLADDING PROGRESS:

Keith Tickner reported via Zoom.

- Keith is in the process of negotiating prices for the variations and has engaged an independent person to help with this.
- Progress has been reviewed and Keith has given feedback to the contractors.
- Work will still be going on in the school holidays and Keith advises that the Board request a principal reduction as the project should have been completed on 12 June.

The Board discussed the completion dates and if they wished to continue with the present contractors for the other remedial work. They decided to go ahead with the present contractors for the senior block project, but would like to meet with the Astley rep to voice their concerns that this work will be completed in a more timely manner.

- Keith to arrange a meeting with Astley rep on Thursday 13 July (if possible).

PRINCIPAL'S REPORT (including FINANCE / SPONSORSHIP & PROPERTY):

Curriculum

It has been a very busy month with curriculum activities and professional visits from other schools.

Policy Sub-Committee

Meeting to review the EOTC policy is to be held tomorrow evening (27 June).

Personnel

Matters were discussed.

New Entrant teacher for 2nd new entrant class will start at the beginning of next term (17 July),

Finance

Audited 2022 Annual Financial Statements

These were tabled.

- Moved that the 2022 audited financial statements are approved.
Moved: Alastair / Seconded: David
All in favour

Reserved Funds

Costs for various identified maintenance work that needs to be undertaken is to come out of reserved funds.

Additional Resources

Ellen explained that we will need extra learning resources for the new entrant room starting on 17 July.

- The Board approved \$3881.55 for this year and a further \$2803.85 for purchases at the end of year for 2024.
Moved: Alastair / Seconded: Sarah
All in favour

Sponsorship/Grants/Donations

The report from Kim Scott was discussed.

Health & Safety

Student incidents were discussed.

General Legislation

Mandatory Board Code of Conduct

This came into effect on 21 June – Darrel advised Board to refer to this.

General

Industrial Action

The new 2 year Collective Agreement comes into effect on 3 July.

ERO

ERO officer met with Darrel and Ellen on 22 June to go through the Board Assurance Statement, which has been completed and signed and sent back to ERO. Darrel tabled this. The ERO officer will return to school next term to go through the Curriculum areas.

Property

Water issues during power outage were discussed. Solar power / generator to help with this problem will be considered.

Report from Martyn Hooper

5YA Projects under action were discussed.

Other

1. A heat pump is to be installed into the Arts Hub as it will be used as a classroom next term while work is being done on the senior block.
2. Concrete area and path around Library/Information Centre will be done in the holidays.
3. Septic Tanks will be cleaned in the holidays.
4. Tiger Turf track is to be cleaned.

The Castle

A quote for restructure and new roof of \$44,300 (plus GST) has been received. An emergency repair until end of year which will cost \$4000 - \$5000 approx. was discussed.

- Board approved to go ahead with the emergency repair.

Moved: Alastair / Seconded Scott

All in favour

Schoolhouse

Repairs and maintenance issues were discussed.

- Darrel is to ask Martyn Hooper to get quotes for all the necessary work that needs to be undertaken to meet healthy home standards.
- Board approved to install a heat pump, or two heat pumps, if necessary.

Moved that the Principal's, Finance, and Sponsorship Reports are approved

Moved: Darrel / Seconded: David

All in favour

MINUTES:

Minutes of the previous meeting were approved by email on 22 May.

Moved: Ellen / Seconded: Scott

All in favour

CORRESPONDENCE: Nil

Meeting closed at 9.05pm.

Next Meeting: Monday 14 August 2023 at 6.30 pm.

Actions required	Responsible
Quotes for schoolhouse maintenance / heat pump/s	Darrel/Martyn Hooper

