

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 27 JUNE 2022 AT 6.00 PM**

PRESENT: Liz Molloy, Darrel Goosen, Mike Sutherland, Scott Allen, Hamish Barton, Wendy Chittenden, Jenny Blythen.

APOLOGIES: Alex Davids

DECLARATIONS: Nil

EARLY YEARS LITERACY REPORT:

Maryann explained the details in the Entry Survey Data, the Six Year Diagnostic Survey and explained the Reading Recovery and Early Literacy Support programmes now offered to schools and how we are implementing this. The report was discussed and Maryann answered questions from the Board.

The Board thanked Maryann for the report.

PROPERTY-BUILDING IMPROVEMENT PROGRAMME:

Keith Tickner reported (via Zoom):

- The Building Consents are due to be approved.
- Outstanding CCCs for the Fire Alarm and Hoist to Stage have been identified and the CCCs for the Storm Water Drainage and Blocks 11 & 12 will be sorted soon.
- One contractor will no longer be tendering. There should be three contractors to tender for the project, which will be confirmed on Thursday. The Board is to decide if they wish to go ahead with only three tenders or try to obtain a fourth.
- If everything goes according to plan, work could start towards the end of the year.

The Board thanked Keith for the update.

The Board then discussed the number of tenders they would be happy with and decided they would go ahead with three if Keith confirmed this number on Thursday.

BOT ELECTION 2022:

Liz reported:

- Information will go out to parents – Kim, as Returning Officer, will do this.
- Nominations will open on 15 July and close on 3 August.
- Candidates' profiles to go out in the Board newsletter is to be considered.

PRINCIPAL'S REPORT (including COVID-19 / FINANCE / SPONSORSHIP / PROPERTY):

Personnel

Staff and student's absences due to various illnesses were discussed. The senior management team have managed to keep teaching and learning disruptions to a minimum.

Finance

The Budgeted Statement of Financial Position and the Depreciation Split prepared by Lai Har (Accountant) and the Finance Report to the end of May were discussed.

The Board approved the following:

- Budgeted Statement of Financial Position
- Depreciation Split
- 2021 Audited Annual Financial Reports (sent to Board by email)
Moved: Hamish / Seconded: Scott
All in favour

Sponsorship, Grants, Donations, Events, Fundraising:

- A reminder is to go out to parents/caregivers re school donations
- The school received a donation of \$2342 from door donations etc for hosting the Model Boat Show event.

Property

Darrel presented a report from Martyn Hooper, Project Manager.

Water Reticulation & Pump Works (Priority Project)

Darrel explained the issues which were discussed. Martyn Hooper is meeting Darrel on Wednesday and will sort out the paper work for this.

As recommended by the plumber, the underground water pipework will need a complete flush out.

- The Board wish this to go ahead and request a quote to do this work in the July school holidays.

Other property matters - water leaks, storm damage and maintenance needed on some heat pumps were discussed.

Carbon Neutral Government Programme

Liz explained this programme which was discussed.

- The Board approved the Ministry of Education accessing the necessary information to complete the reporting for this programme on the Board's behalf.

Taumata Arowai – Drinking Water Supply Details

Darrel explained this web portal that he has registered our details with.

General

Council of Trade Unions

Darrel explained the proposed negotiations across all collective agreements in the public sector.

Roll Numbers

These were discussed.

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

Moved: Darrel / Seconded: Liz

All in favour

SPONSORSHIP / GRANTS / DONATIONS / FUNDRAISING / EVENTS

Liz updated the Board.

- Auction Night next term – call out for help from Years 3-4 parents has produced a good response so far.
- Ideas for the theme for the Auction night will be considered at the first planning meeting.

KĀHUI AKO UPDATE:

Wendy and Darrel reported:

- Nathan Wallis 'First Thousand Days' evening at Mahurangi College on 5 July 7.30-9.00pm
- Diti Hill 'Play Based Learning' presentation, for Early Childhood teachers and Primary teachers up to Year 3 on the 10th August, 6pm at Matakana School.
- Nathan Wallis 'The Teen Brain' at Mahurangi College on 22nd August 7.30-9.00pm
- Living Classroom observation and discussion with College WSL's (Simon and Ben)
- Kapa Haka Festival is to be held at Mahurangi College Week 5 Term 3.

FAREWELL FOR CATE ASHWELL & NATASCHA HURT:

This will be held on Friday 16 September.

NEW STAFF 'MEET & GREET' BOT MORNING TEA:

This morning tea is tomorrow at 10.30 in the staffroom.

MINUTES:

Minutes of the previous meeting were approved by email on 7 June

Moved: Scott / Seconded: Wendy

All in favour

CORRESPONDENCE:

Carbon Neutral Government Programme (covered in Principal's Report)

Meeting closed at 8.45 pm.

Next Meeting: Monday 15 August at 6.00 pm.

The Board then went in-committee.

Actions required	Responsible