

**MATAKANA SCHOOL BOARD OF TRUSTEES  
MINUTES OF MEETING ON MONDAY 8 APRIL 2024 AT 6.30 PM**

**PRESENT:** Darrel Goosen, Alastair McAuley, Scott Allen, David Whyman, Sarah Martin, Wendy Chittenden, Jenny Blythen.

**APOLOGIES:** Rebecca Dykes

**DECLARATIONS:** Nil

**READING REVIEW:**

Wendy explained the progress and achievement targets and results in this report and how the Structured Literacy Programme has had a positive impact in the Junior Reading results. This report was discussed and Wendy answered questions from the Board.

**READING RECOVERY REPORT:**

Wendy explained this programme devised to accelerate the learning of six year olds. This report was discussed and Wendy answered questions from the Board.

- The Board thanked Wendy for the reports.

**BOARD NEWSLETTER:**

Alastair presented a newsletter to go out to parents and caregivers for discussion and approval. The Board approved this document which will be sent out this week.

**ASTLEY PROPERTY PROJECT / R3 REBUILD / UPCOMING 5YA PROPERTY PROJECTS:**

Scott reported:

- Astley project – certificate for public use has been received and classrooms are now able to be used. Heat pumps are still to be installed and taps in the toilet block are to be replaced.
- Pool heat pump – power needs to be connected to the pump.
- Hall stairs – have been adapted for use until replacement is completed.
- Shade canopy – lighting to be installed.
- Staff Toilet Upgrade – this will be done in the holidays.
- Room 3 rebuild (run by MOE) will start in the holidays.
- Staffroom roof – waiting for approval from MOE.

**MATAKIDS UPDATE:**

Darrel updated the Board on this. A new owner is now operating with an agreed contract for a month. The Board will review the contract and further discuss this with the owner at the beginning of Term 2 and once agreement has been reached, the contract will be signed and reviewed annually.

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

Darrel reported that Term 1 has been very busy with curriculum activities and school events.

**The Tough Stuff**

These wellbeing sessions for the students have taken place over the term and a parent/caregiver session was held on Tuesday 12 March. This was discussed.

**Model Boat Show**

In preparation for this show in the school holidays, teachers and students have been working on their model boats and sailed them in the pool. This show will be a great community event and will raise considerable funds for the school.

**Education Review Office**

The confirmed ERO Report 2023-2026 has been signed and received.

**Finance**

**Finance Committee Meeting** - this was held on Tuesday 26 March.

**2024 Working Budget**

- The 2024 Draft Budget (2) has presented in the Board packs was approved as the 2024 Working Budget.  
Moved: Alastair / Seconded: Sarah  
All in favour

**2023 Draft Annual Financial Statements**

- The 2023 Draft Annual Financial Statements as table were approved.  
Moved: Alastair / Seconded: Scott  
All in favour

**Donations / Sponsorship & Grants Reports**

These reports were discussed.

**Mahurangi Transport Network Group**

As required, meeting papers from the last meeting are attached in the Board packs.

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

Moved: Alastair / Seconded: Scott

All in favour

**MINUTES:**

Minutes of the previous meeting were approved by email on 4 March.

Moved: Scott / Seconded: Alastair

All in favour

**CORRESPONDENCE:**

An email from Liz Molloy re procuring sponsorship etc for the 2024 Tuhi Magazine was discussed.

- Alastair is to ask Liz to email this info to Darrel.

An email from Tamahunga Drive residents seeking support re noise from trucks at Wharehine's Yard and safety issues around the area were discussed.

- Alastair is to respond to the email and advise that the school students will be taking part in a road safety programme involving trucks etc next term.

**Meeting closed at 8.15 pm. Next Meeting: Monday 27 May at 6.30 pm.**

Actions required	Responsible