

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 18 JUNE 2018 AT 7.00 PM**

PRESENT: Natascha Hurt, Darrel Goosen, Cate Ashwell, Wendy Chittenden, Melita Campbell, Grant Clifton, John Taylor, Maryann Steel, Mike Pope, Jenny Blythen.

APOLOGIES: John Beadsmoore

DECLARATIONS: Nil

5YA PROPERTY UPDATE:

Mike Pope (Property Manager) presented the summary of the 5YA Property Budget and explained the funding details in this summary, the projects completed and the planned projects.

Natascha thanked Mike for everything he does for the school.

JUNIOR ENTRY DATA:

Maryann explained the trends and the support in place for literacy development and the future focusses.

SIX YEAR DIAGNOSTIC SURVEY 2018:

Wendy explained the data details, trends, actions in place for this group of students and recommendations for 2019.

Natascha thanked Maryann and Wendy for their reports.

COMMUNITY CARPARK DISCUSSION:

Natasha reported:

- Melita had attended a Matakana Community Group Meeting.
- Cost of the front fence was \$2000 over budget – a request for the school to fund this was discussed and the Board decision was not to fund this.
- On going maintenance was also discussed.
- ❖ Natascha is to follow up with the Community Group with the results of the Board's discussions.
- Signage has been ordered and installed.
- Consent from Auckland Transport for a second gate is still to come according to the Community Group.

PRINCIPAL'S REPORT:

Staffing

Staffing for Term 2 and Term 3 was discussed.

Professional Development

UBRS (Understanding Behaviour Responding Safely)

All staff have attended two training sessions.

Finance

2017 Audited Financial Statements

These have now been received from the Auditor.

- Moved that 2017 Audited Financial Statements are approved.
Moved: Natascha / Seconded: Cate
All in favour

Community Relations & Funding

Thank you to Steph Roberts from The Simple Signman for the new 'Parking' signs for the community carpark.

Property

Mike Pope had updated the Board on the status of the 5YA Property Agreement.

Health and Safety

There have been no serious student incidents.

No Emergency Evacuation Drill has been held since the last meeting.

Paid Union Meeting

Another meeting is to be held on 21 June. Darrel explained possible consequences depending on the decisions made at this meeting.

School Dates 2019

These have been finalised

Roll Numbers

These are very similar to the same time last year.

Moved that the Principal's, Property and Finance Reports are approved
Moved: Darrel / Seconded: Melita
All in favour

COOKBOOK UPDATE:

Natasha reported:

- Final editing is being done.
- Final version should be at the printers 22 – 25 June.
- Printing costs are within budget.
- Marketing team will be formed.

CRFS UPDATE:

Melita reported:

- Auction night preparation going really well.
- Silent auction went live today – this will close before the live auction on the night.
- Many amazing donations have been received.
- Planned programme for the night has been decided.

Natascha thanked the Auction Team for all their hard work so far.

GRANTS UPDATE:

Cate reported:

- Funding for Move and Rock stools – an application for some funds for these may be made to Harcourts.
- Funds for a container - possible agencies to apply for funds for this are being looked into.

KAHUI AKO (COMMUNITY OF LEARNING)

Darrel reported:

- A get-together at Warkworth School for all teachers was very successful.
- A writing moderation will be held this Wednesday at Horizon School.
- A get-together of Boards of Trustees will be held later in the year.
- A Dyslexia evening held recently was very worthwhile.

MINUTES:

Minutes of the previous meeting were approved by e-mail on 24 May 2018.

Moved: Natascha / Seconded: Wendy
All in favour

CORRESPONDENCE:

Office of the Auditor General – audit arrangements for the 2018-2020 financial years

NZSTA – advertising workshops

NZSTA - brochures

Meeting closed at 9.45 pm

Next Meeting: Monday 6 August 2018 at 7.00 pm

The Board then went in-committee from 8.50 – 9.50 pm

Actions required	Responsible
Carpark follow up with Matakana Community Group	Natascha