

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 26 MARCH 2018 AT 7.00 PM**

PRESENT: Natascha Hurt, Darrel Goosen, Grant Clifton, Cate Ashwell, Wendy Chittenden, Melita Campbell, Jon Beadsmore, John Taylor, Jenny Blythen.

APOLOGIES: Robyn Peach

DECLARATIONS: Nil

RESIGNATION:

Robyn Peach has resigned from the Board.

BUSINESS INTERESTS REGISTER:

- This is to be updated.

LEARNING SUPPORT/SPECIAL NEEDS REPORT AND READING RECOVERY REPORT:

Wendy explained details of these reports and answered questions from the Board.
Natascha thanked Wendy for her presentation.

2017 ATTENDANCE REPORT:

This was discussed.

PRINCIPAL'S REPORT:

Personnel

Staffing changes for Term 2 were discussed.

Finance

2017 Draft Annual Financial Statements

- Moved that the 2017 draft annual financial statements as presented by Edtech are approved.
Moved: Cate / Seconded: Natascha
All in favour

Newsletter

Photocopying costs for this were discussed.

As a trial, next term the newsletter will be sent to families by e-mail and available on the school app.
Hard copies will also be available at the school office.

Property

Quote of \$25000 plus GST has been received for air conditioning in Hall.

Health & Safety

Emergency Evacuation Drill was held on 22 March.

1 March Roll Return

This was tabled.

Disciplinary Terms of Reference

Disciplinary Committee

Natascha Hurt, Jon Beadsmore, Cate Ashwell, Grant Clifton, John Taylor, Melita Campbell and Wendy Chittenden have delegated authority to implement the Disciplinary Terms of Reference until the end of the current Board term.

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

CRFS UPDATE:

The Fun Run Event that was postponed from Friday 23 March until Wednesday 28 March was discussed.

COOKBOOK AND GRANTS UPDATE:

Cate reported on this.

Grants

- Application has been made to Pub Charity for a Science Trolley – reply expected soon
- Other applications in process were discussed

Covered Area

The Board decided not to go ahead at this stage with the covered dome on the netball courts. An upgrade to the Hall including a covered area out from the hall deck and air conditioning was discussed. Grants for this and funds from the Cookbook fundraiser are to be considered to go towards this upgrade.

Cookbook

- This should be ready for print 1 May or 1 June with books to be released 1 October

There was a discussion on the numbers to print. This number would be decided closer to the time, depending on the sponsorship etc received.

- Cate to follow up.
- Moved that the Board approve up to an additional \$15000 to cover any shortfall when it comes time to print.

Moved: John / Seconded: Natasha
All in favour

PROPERTY UPDATE:

Schoolhouse

The maintenance needed and the future of the schoolhouse were discussed.

- The Board decided to go ahead with any necessary maintenance.

Swimming Pool

The quote to repaint the pool was discussed. The repaint could take place in the school holidays.

- Moved that this quote of \$13880 plus GST is approved and accepted.

Moved: John / Seconded: Cate
All in favour

Concrete Area around Caretaker's Shed

The quote of \$3000 plus GST to do this was discussed.

- Moved that this quote is approved and accepted.

Moved: John / Seconded: Darrel
All in favour

Hall Air Conditioning

This was discussed.

PARKING UPDATE:

Grant reported on this.

- The fence is due to start soon
- Grant is to contact Logan about the proposed planting

KAHUI AKO (COMMUNITY OF LEARNING)

- Applications are being sought for the Across School Leader position
- Sophie and Ellen attending meetings and reporting back to staff
- No joint Board meetings planned at this stage
- Staff get together every term at the College
- There is a focus on including Early Childhood Centres

MINUTES:

Minutes of the previous meeting were approved by e-mail on 13 March 2018.

Moved: Natascha / Seconded: Wendy
All in favour

CORRESPONDENCE:

MOE – Notice of Initiation of Bargaining-Primary School Principals

BOT/Montessori Trust – letter to Room 15 Families

Montessori Trust – letter to Board of Trustees

- this letter was circulated to all Board members to review and to be in a position to discuss at the next Board meeting
- Darrel and Wendy to prepare a feedback report on Room 15 for Term 1, also to be discussed at the next Board meeting

Next Meeting: Monday 14 May 2018 at 7.00 pm

Meeting closed at 9.00 pm.

The Board then went in-committee from 9.05 – 9.15 pm

Actions required	Responsible
Business Interests Register to update	All Board
Cookbook sponsorship follow up/number of copies to print	Cate
Contact Logan Campbell re planting in carpark	Grant
Term Report on Room 15	Darrel/Wendy