

**MATAKANA SCHOOL BOARD OF TRUSTEES  
MINUTES OF MEETING ON MONDAY 30 OCTOBER 2017 AT 7.00 PM**

**PRESENT:** Grant Clifton, Darrel Goosen, Natascha Hurt, Cate Ashwell, John Taylor, Wendy Chittenden, Robyn Peach, Melita Campbell, Jon Beadsmore, Laurette Mackay, Peter Young, Ellen Edwards, Sophie Kurmann, Jenny Blythen.

**APOLOGIES:** Nil

**DECLARATIONS:** Nil

**COMMUNITY COOKBOOK PRESENTATION:**

Laurette and Peter updated the Board on the progress so far. Everything is going really well with very committed teams working on various aspects of the project. Timelines were discussed and launching of the cookbooks are planned for around October 2018.

**MATHEMATICS CURRICULUM REPORT:**

Ellen and Sophie presented this explaining the data analysis, actions in 2017, student and staff feedback on the Prime Mathematics programme and the actions planned for the future.

**PRIME MATHEMATICS REPORT:**

Ellen and Sophie spoke on the trip to Singapore visiting Boon Lay Garden School and the National Institute of Education to observe and learn more about their Mathematics programmes. This was a very worthwhile and educational experience.

Extra resources for home use are to be sourced.

The Board thanked Ellen and Sophie for their reports.

**READING CURRICULUM REPORT:**

Wendy presented this explaining the data analysis, the actions taken and the monitoring and evaluating impact on the actions.

The Board thanked Wendy for her report.

**PRINCIPAL'S REPORT:**

**National Standards / CoL**

Darrel spoke of the uncertainty of what national standards are to be replaced with and the future of the CoLs under the new government.

**Staffing Resignation / New Appointments**

These were discussed.

**Finance**

**Gala**

Final total still pending – invoices still to come in.

**Additional Staffing Request for 2018**

Request for partial funding for an extra teacher in 2018 to keep class numbers in the senior school under 30 was discussed.

- Moved that the Board approve funding an extra teacher for part of the year in 2018.

Moved: Grant / Seconded: Natasha

All in favour.

**Student Incident:**

This was discussed.

**General**

**Gala**

Thank you to the Gala team for an outstanding day!

**PTA**

Thank you to the PTA for their generous donations.

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

Moved: Darrel / Seconded: Grant

All in favour

**CHARTER – STRATEGIC GOAL 6:**

This was deferred until the next meeting.

**PARKING UPDATE:**

Grant reported that the area will be reviewed to see if it is not too wet to get the earthmoving gear in commence work to prepare it for metal.  
ITM have kindly offered to sponsor timber for a fence.

**CRFS UPDATE:**

**Parking Bryan Adams Concert Country Park**

‘Park and Ride’ from the school carpark is to be set up for this event.  
\$1500 donation from concert organisers for a parking billboard sign.

**Gala Report**

This was discussed and recommendations are to be considered eg perhaps have two separate fundraising events in Term 1 and Term 4. Direction on this will come from CRFS.

**Cookbook Project**

The team have done great work on this project so far.

Sponsorship / quotes for printing and number of copies to print were discussed.

- Cate is to communicate to the cookbook team the Board’s thoughts on sponsorship and invite the team to attend every other Board meeting with updates of progress.

**PROPERTY UPDATE:**

**Tiger Turf Quotes**

These were discussed.

- Moved that the Board approve \$31850.00 plus GST(Classic quality) for the running track and \$33300 plus GST (Trophy quality) for the court area.

Moved: John / Seconded: Cate

All in favour

**BOARD PORTFOLIOS / RESPONSIBILITES:**

These were discussed.

**MINUTES:**

Minutes of the previous meeting were approved by e-mail on 25 September 2017.

Moved: Natascha / Seconded: Cate

All in favour

**CORRESPONDENCE:**

Letter from Joy Leigh advising dates of her maternity leave  
STA newsletters

**Next Meeting: Monday 4 December 2017 at 7.00 pm**

Meeting closed at 10.00pm.

**The Board then went in committee from 10.00pm – 10.30pm to discuss personnel matters**

Actions required	Responsible
Communication to Cook Book team	Cate