

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 17 OCTOBER 2016 AT 7.00 PM**

PRESENT: Grant Clifton, Darrel Goosen, Cate Ashwell, Natascha Hurt, Tony Mordaunt, Wendy Chittenden, Maryann Steel, Joy Leigh, Ellen Edwards, Jackie Kirk, Jenny Blythen.

APOLOGIES: Dale Daniels

DECLARATIONS:

Tony declared his potential conflict of interest regarding any discussion about the Kiwi Sport Initiative.

LITERACY (WRITING) CURRICULUM REPORT 2016:

Maryann presented this and explained the targets and data in the report.
Grant thanked Maryann for her presentation.

MATHEMATICS CURRICULUM REPORT 2016:

Ellen and Jackie presented this and explained the targets and data in the report.
Grant thanked Ellen and Jackie for their presentation

PRINCIPAL'S REPORT:

Strategic Planning:

Kiwi Sport Initiative

This was discussed for 2017.

Te Reo Tuatahi Programme

Darrel explained this programme and possible implementation of this from 2017. This was discussed.

Community of Learning (CoL)

Update for Board's information.

Personnel:

Resignations and Appointments for 2017

These were discussed.

Montessori Unit Review

This was discussed – to take place on Friday 4 November.

Teacher Appraisals

These are being finalised.

Finance

The working capital was discussed.

Request for funds

Motion: Moved that the Board approve the following:

- \$300 to top up Kiwi Sport funds to pay for the sport specialist in 2017
- \$5000 to purchase Prime Maths books for 2017
- \$3000 to top up funds to pay for the Music/Kapa Haka teacher in 2017
- \$6000 to implement the Te Reo Tuatahi programme in 2017

Moved: Cate Ashwell / Seconded: Natascha Hurt

All in favour

General

Gala

Organisation is going well for this event.

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

Moved: Darrel / Seconded: Wendy

All in favour

SCHOOL REVIEW CHARTER FOCUS:

Strategic Goal 6 Update

To give effect to the New Zealand Curriculum through the Integrated Matakana School Curriculum and 'Teaching as Inquiry' Pedagogy

All expected results are on track.

SCHOOL DOCS UPDATE:

The draft website for the school policies is to be checked.

- Natascha and Darrel are to meet tomorrow to do this.

IES – COMMUNITY OF LEARNING (CoL) UPDATE;

- There is to be a joint meeting of Boards of Trustees to be held on Thursday 9 March 2017 at 7.00 pm.

SCHOOL ZONE REVIEW UPDATE:

- Approval of the school zone was ratified as per Board approval by e-mail on 19/09/2016 – to take effect on 10/10/2016.

The school zone and out of zone enrolments were discussed.

PROPERTY UPDATE:

- MOE signed copy of the 10 Year Property Plan has been received
- Carpark concrete has been completed
- Storage rooms in Hall have been completed
- Playground painting has been completed
- Water fountain is working
- Carpark fencing has been completed
- Wireless upgrade has been completed
- R16/17 Upgrade is planned to go ahead

Tony thanked Mike Pope for all his work in organising and arranging contractors for these projects.

PARKING UPDATE:

Grant updated the Board on a meeting with Richard Didsbury and Simon Barclay about the lease. Richard Didsbury is to sign the lease and the school will be able to utilise this facility.

CRFS FUNDRAISING UPDATE:

Fundraising Survey Summary of Results

These were discussed.

- It was decided to offer a discount of 10% off 2017 school donations paid by 31/03/17.
- Cate is to prepare a summary of the survey results for parents to be e-mailed to Board for approval.

Sponsorship

This was discussed fully.

New Events

- Ice Rink 02/01/17 – 08/01/17 is to go ahead

Other events were discussed.

Use of Fundraising Monies

This was discussed.

The court dome will be looked at again in the new year.

BOT COMMUNICATION

This is to be discussed at the next meeting.

Facebook Page

This was discussed.

- Natascha and Cate are to draft a Facebook Policy and User Agreements to be circulated to the Board. At present, PTA Executive, Cate and Natasha are the administrators/moderators of the group.

BOT MORNING TEA:

Staff invited Board members to morning tea. This will be held on Wednesday 23 November.

UPDATED BOARD WORK PLAN

Darrel presented this.

MINUTES:

Minutes of the previous meeting were approved by e-mail on 20 September.

Moved: Wendy / Seconded: Dale

All in favour

CORRESPONDENCE:

A parent request re cricket during school hours was discussed.

- Tony is to reply

STA News

Next Meeting: Monday 14 November at 7.00 pm

Meeting closed at 10.30 pm.

The Board then went in-committee to discuss a personnel matter.

Actions required	Responsible
Summary of Survey Results	Cate
Facebook Policy / User Agreements	Natascha / Cate
Reply to parent re cricket in school hours	Tony