

**MATAKANA SCHOOL BOARD OF TRUSTEES  
MINUTES OF MEETING ON MONDAY 20 MARCH AT 7.00 PM**

**PRESENT:** Darrel Goosen, Cate Ashwell, Natascha Hurt, Tony Mordaunt, Jon Beadsmoore, Wendy Chittenden, Joy Leigh, Jenny Blythen.  
Natascha welcomed Jon to the meeting.

**APOLOGIES:** Grant Clifton

**DECLARATIONS:** Nil

**Disciplinary Committee**

Grant Clifton, Jon Beadsmoore, Cate Ashwell, Natascha Hurt, Tony Mordaunt and Wendy Chittenden have delegated authority to implement the Disciplinary Terms of Reference until the end of the current Board term.

**2016 ATTENDANCE REPORT:**

This report was presented and discussed.

**PRINCIPAL'S REPORT:**

**Policy Reviews**

- Recognition of Cultural Diversity
- Staff Leave
- Separated Parents, Day-to-Day Care and Guardianship

These policies are under review.

- EOTC (Education Outside the Classroom)
- Sun Protection

These policies were ratified by the Board.

**Finance**

No issues.

**Property**

Separate item.

**Health & Safety**

Incidents discussed.

**Emergency Evacuation Drill**

This was held on Friday, 17 March.

**Roll Return**

The 1 March roll return was tabled.

**Roll Numbers**

These were discussed.

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

**CHARTER FOCUS: STRATEGIC GOAL 1:**

**Every child attending Matakana School will have equitable opportunities to make progress towards reaching the National Standards in literacy and numeracy.**

Darrel spoke to this and Wendy explained the procedures in place for Pasifika and Maori students to reach these targets.

**THE SIX DIMENSIONS OF A SUCCESSFUL SCHOOL:**

**Student Learning – Engagement, Progress & Achievement**

The six dimensions are covered over a period of two years.

Darrel spoke to this dimension.

**CoL UPDATE:**

Darrel updated the Board and explained possible changes in governance, which were discussed. He also encouraged Board members to attend the joint Board CoL meeting on Tuesday 28 March.

**ERO REVIEW 2017 UPDATE:**

Darrel updated the Board on meeting dates with the Education Review Officers.

## PROPERTY UPDATE:

Five Year Property Plan items approved:

- 3 new Switchboards
- Security / Smoke Sensors upgrades
- Field drainage is to be done in the April school holidays

Tony is to meet with Tyrone from Shade Systems re the Court Dome. The Board discussed further details that they wished to have clarified during this meeting.

## Playground Safety Issues

These were discussed.

- Moved that the Board purchase rubber matting at a cost of \$3175 plus GST.  
Moved: Wendy / Seconded: Cate  
All in favour

## Bus Bay Garden

- Mike Pope is to go ahead to revamp this.

## PARKING UPDATE:

The lease has been signed.

A proposal to drain and metal the area was discussed.

## CRFS UPDATE:

### Communication to parents re Court Dome

- Natascha is to prepare an information statement of progress so far with this project.

### Cook Book Project

Costs and sponsorship for this were discussed.

A request for \$6000 excl GST for photography, design and layout was discussed.

- Moved that this request payable over three instalments is approved.  
Moved: Cate / Seconded: Jon

## Social Events

These were discussed.

It was decided that the Brick Bay event would go ahead. No future social events are planned.

## Updates to the Matakana Community Group

It was decided that there would be no formal updates.

The school website is updated regularly with information about the school, which includes the school newsletter

It was clarified that Cate attends the Matakana Community Group meetings in her capacity as CRFS Chair.

## Gala Recommendation Document

Student participation and teacher impact was discussed.

More parent involvement was discussed.

- This document is to be taken to senior management to review.

## Brick Bay Sponsorship

This was discussed.

- An amended document is to be prepared.

## MINUTES:

Minutes of the previous meeting were approved by e-mail on 2 March 2017.

Moved: Natascha / Seconded: Grant

All in favour

## CORRESPONDENCE:

NZEI – Notification of paid union meetings

NZSTA News

## Next Meeting: Monday 22 May 2017 at 7.00 pm

Meeting closed at 10.20pm.

Actions required	Responsible
Communication to parents re court dome	Natascha
Bus bay garden revamp	Mike Pope
Gala document recommendation to senior management	Darrel/Wendy
Brick Bay sponsorship document amendment	Cate/Grant