

**MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES**  
**Held 17 May 2016 7.00 pm in the staffroom**

**1 Administration Matters:**

**1.1 Present:** Bridget Lambert, Cleve Bloor, Hayley MacDonald, Jill Trubshaw, Derek Slatter, David Foon, Claire Turton, Michelle Manihera (Secretary)

**1.2 Apologies:** Carolyn Boyce-Bacon (Secretary)

**1.3 Confirmation of the Minutes 4 April 2016**

*Moved that the 4 April 2016 meeting minutes be approved.*

*Derek / David*

*Carried*

**Matters Arising.**

Cleve has given Nigel Martin the go ahead for the school car park, sealing both carparks, old and new for the amount of \$27,528.24 GST incl.

Meeting for Community around assessment and reporting has been shelved till Term 4 as the new report format has not been used for term 2 reporting..

AED training and advising location in newsletter carried forward.

BOT/PTA joint spending is ongoing with quotes still being sourced for sandpit, front entrance and playground - Cleve getting quotes on these.

Claire received playground quote from Agility Play Designs \$20K fundraised last year so going ahead with that.(not insulation or surface area) Claire.

Cleve got estimates not a quote for a cycle track incl bikes, helmet, track and container = \$42,970.00 incl gst.

National Standards Targets - Proposed Goals presented to board by Cleve and Derek. Derek confirmed that the new board can and possibly will change it and that they need to be adjusted yearly.

*Moved that the 3 Year National Standards be adopted.*

*Derek / David*

*Carried*

Etap closed

**BYOD Presentation** There is a possibility of a BYOD E-learning talk with John Parsons

John is based in Wgtn and works with MOE. He would be asked to speak to the Maunu School staff and parents/caregivers. (separate talks) and possibly to the children. Talk involves BYOD being the safest way to learn, Cyber Safety, Online identity and protecting it.

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Funding of this - Invite the wider community for a gold coin donation or application to Oxford Trusts.

Bridget will contact John regarding costs and booking of possible dates.

#### **1.4 Correspondence**

Correspondence tabled.

Moved from the Chair “that the correspondence schedule be accepted”.

Moved that Cleve’s resignation is accepted once resubmitted with correct date of his last day.

*David / Jill*

*Carried*

Moved from the Chair “that the In Committee correspondence schedule be accepted”.

*Bridget / David*

*Carried*

#### **1.5 Changes to disclosures of interest: No change.**

## **2 Special Topics**

### **2.1 Policies**

#### **Appointment Policy**

Cleve sourced from the STA site an Appointment Policy to use and suggested to adopt our old one as procedures.

Cleve to find out and to be reviewed at the next meeting.

#### **Health and Safety Policy**

*That the New Health & Safety Policy is tabled to meet legislative requirements.*

*David/ Hayley*

*Carried*

Derek suggested that the Vulnerable Children’s policy be on our website.

### **2.2 BOT /PTA Projects update**

BOT/PTA joint spending is ongoing with quotes still been sourced for sandpit, front entrance and playground - *Cleve getting quotes on these.*

Claire received playground quote from Agility Play Designs \$20K fundraised last year so going ahead with that.(not insulation or surface area)

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Cleve has estimates not a quote for a cycle track incl bikes, helmet, track and container for \$42,970.00 incl gst.

### **2.3 BOT Election Update**

Carolyn away. Nominations close Noon 20 May. If everyone gets their nominations in that we are expecting we will be having an Election.

## **3. Strategic Reports**

### **3.1 Financial:**

*Move that the March and April Financial Reports be accepted.*  
David/Hayley *Carried*

*Move that Payment Schedules Accepted #204 203 203 201 200 199 198 1 2 3*  
Bridget/Derek *Carried*

### **3.2 Principal's Report: Principal.** Taken as read.

Playground survey that was completed has a few jobs for the caretaker to complete. Adrian is going around and fixing up things that were identified.

*Moved that the Principal's report be accepted.*

Cleve / Bridget *Carried*

### **3.3 Staff Representative Report.** Taken as read.

*Moved that the Staff report be accepted*

Claire / Bridget *Carried*

### **3.4 Asset protection.** Nil

### **3.5 Health & Safety.**

Staff Health and Safety Register - Both staff & students to be reported on as scheduled.

2 Staff H&S Reps are Diana Hesketh and Carolyn Boyce Bacon. They will be attending Professional Development Training 5&6 July.

### **3.6 Communication**

A morning tea for new board to meet all staff Friday July 1. -Carolyn to arrange m/tea

Cleve asked if the STA Training for this Board was useful? Members advise that initially the training was helpful but as board became more experienced found it not so helpful. They would recommend new members attend training offered..

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**4 Environmental Intelligence**

Hayley asked that notices coming home from the teacher not have important information on the back of the tear off slip which has to be returned to the school.

**5 Significant Events/Successes**

Rabbitohs Day for James was a great fundraiser.

Derek receives a phone call from the Auditors around the annual audit time.

BOT Dinner - a success.

Long Service Certificates acknowledging the time and dedication to the Maunu School Board were presented to David Foon, Hayley MacDonald and Derek Slatter.

Cleve verbally thanked and acknowledged both the current board & retirees for their tremendous input.

**6 Meeting Closure:** 10.10pm

**7 Preparation for next meeting** See action list

**8 Date of next meeting:** Tuesday 21 June 7.00 PM

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chairperson

**Action Points Outstanding**

Month	What	Who	Status	Comment
<b>2016</b>				
	Meeting for Community around assessment & reporting	Cleve		Cleve - <b>to be shelved to middle of Term 4.</b>
	AED	Cleve		Training to be arranged for this & to be put in newsletter advising community of its location. <b>Carried Fwd</b>
	BOT/PTA joint spending	various		Funding for projects still under discussion. Action those agreed on. Sandpit Playground & Front Entrance quotes. <b>Ongoing</b>
	John Parsons BYOD talk	Bridget		Contacting John for price and dates.

	Cleve Resignation	Cleve		Investigate/change resignation date.
	Appointment Policy	Cleve		Find out more.
	Provide Staff Accident Report at BOT meetings.	Bridget/ Carolyn		
	Vulnerable Children's Act	Carolyn ?Cleve		Needs to be on the website.
	Staff BOT Mtea	Carolyn		