

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
Held 4 April 2016 6.15 pm in the staffroom

Special Topic

Present: Bridget Lambert, Cleve Bloor, Hayley MacDonald, Jill Trubshaw, Derek Slatter, David Foon, Claire Turton, Carolyn Boyce-Bacon (Secretary)

In attendance Diane Squires from NZSTA to assist with recruitment process for a new Principal

1.1 Principal Appointment-Recruitment Plan for New Principal

“Moved from the Chair “That in terms of Section 48 of the Local Government Official Information and Meeting Act 1987 the public be excluded from the next portion of the meeting because it wishes to discuss matters relating to personally sensitive matters for the reason that discussion of these matters in public would infringe the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982.”

Moved into committee 6.15pm

Moved out of committee 8.14pm

Diane Squires left meeting 8.15pm

2 Administration Matters:

2.1 Present: Bridget Lambert, Cleve Bloor, Hayley MacDonald, Jill Trubshaw, Derek Slatter, David Foon, Claire Turton, Carolyn Boyce-Bacon (Secretary)

2.2 Apologies- Nil

2.3 Confirmation of the Minutes 15 March 2016

Moved “that the 15 March 2016 meeting minutes be approved.

Bridget / David

Carried.

Matters Arising. Nil

2.4 Correspondence

Correspondence tabled.

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

Bridget / Jill

Carried

2.5 Changes to disclosures of interest: No change.

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3 Special Topics

3.1 **Reporting to parents-** 2 changes required to dates.

Point 2 Reports are sent Mid term 2

Point 3 timing changed to End of term 2.

Code of Behaviour- If board are approached by the community & it is a management issue, refer them to Cleve/Principal.

Moved from the chair "that the 2 policies are Accepted subject to changes".

David/ Derek

Carried

3.2 **Attendance report** - A couple of children's attendance are being kept on watch.

Also noted a good number of children with full attendance.

Moved from the chair "that the attendance register be accepted".

David/ Jill

Carried

3.3 **Hazard Register**

Cleve spoke to this. We are needing to get the arborist back to remove another tree that has had wind damage & is now dangerous.

Mark Woofe Electrical is coming to do an electrical safety check.

A playground safety audit is also being undertaken.

Moved from the chair "that the hazard register be accepted"

Bridget/ David

Carried

3.4 **PAT Results** Claire spoke to the report.

Done in term 1 & normed & then children tested again in term 4. Staff then meet to see how to meet needs of various children, both at top & bottom of scale.

3.5 **BOT / PTA Projects**

Discussion around the feeling that there needs to be some solid spending to show the PTA & Community that funds raised are being used. This has previously been hindered by financial commitments to the Hall & other large projects that have taken longer than expected to complete.

Agreed revised priority list Bridget will take to the next PTA meeting to share with them.

Feedback to PTA our priorities for spending as follows.

1. Carpark- Quote coming. - Cleve \$30K
2. Class refurbishment Rm 9,10,11,12 9 (\$24K will be able to be utilised once building renovation completed) - Cleve
3. Sandpit-\$10K New quote for Sandpit assembly - Cleve
4. Shade sail- \$12K - New quotes for Moving of shade sail versus a new shade sail
5. Playgrounds- small new playground areas. / Sandpit - Cleve/ Claire
6. Entranceway-\$10K outside front office Approach Dr Roc, keep the dry stone wall feature, arch, pillars, - Claire/Cleve

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7. Sports gear & fun gear for outdoor playtime. (Grants?) - Talei
8. Bike & Scooter track. - Cleve to approach Morag Van der veer
9. Turf.- refurbishment
10. Need new door on sports shed & gate/ fence arrangement to be incorporated in Oxford funding?

Staff are encouraged if they have an idea or something on their wish list to see Cleve & if it fits an application could be made to the Oxford Trust.

Claire will restart the playground area idea and report back to board next meeting.

3. **Strategic Reports**

3.1 Financial: No Financial report due to timing of the meeting.

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

Moved that the Principal's report be accepted

Cleve / Bridget

Carried

3.3 Staff Representative Report. Taken as read

Rams for Rm 11,12&14 circulated by Claire.

Moved that the Staff report be accepted

Claire / Bridget

Carried

3.4 Asset protection. Nil

3.5 Health & Safety. Nil

3.6 Communication- Morning tea with staff- Thanks to those who made it.

Board Dinner- Friday 13 May- 7pm, Top Sail Cafe.

4. Environmental Intelligence Nil

5. Significant Events/Successes

6. Meeting Closure: 10.15 pm

7. Preparation for next meeting See action list

8. Date of next meeting: Tuesday 17 May Note 7PM

Signed _____ Date _____
Chairperson

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Action Points Outstanding

Month	What	Who	Status	Comment
2015				
21 Jul	Standard reporting template	Cleve	Open/ Ongoing	Contact Etap to draft this up
15 Sep	Hall Car Park	Cleve/ Bridget	Open	To reactivate tenders & check around H&S in the carpark
1st Dec	Meet to discuss Nat Stds targets to 2018	Cleve & Derek	Open	To recommend to BOT early in 2016 whether to consider setting 3 year horizon goals for Nat Stds.
	Meeting for Community around assessment & reporting	Cleve		15 June. Community to be invited.
23 Feb 2016	ETAP	Cleve		Discussed the possibility of investing \$3000 into Etap for development assessment and report
	Recruitment Plan for New Principal	Jill/ Bridget		Obtain information & ideas for Appointment pack.
	AED	Cleve		Training to be arranged for this & to be put in newsletter advising community of its location.
	BOT/PTA joint spending	various		Funding for projects still under discussion. Action those agreed on. Sandpit Playground & Front Entrance quotes