

**MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES**  
**Held 16 May 2017 7pm in Staffroom**

**1 Administration Matters:**

**1.1 Present:** Bridget Lambert (Chair) Paul Shepherd, Phil Currey, Kate Davies, Todd Leathem, Jill Trubshaw, Claire Turton, Carolyn Boyce-Bacon (Secretary)

**1.2 Apologies:** Nil

**1.3 Confirmation of the Minutes 21 March 2017**

*Moved that the 21 March 2017 meeting minutes be approved*

*Bridget / Claire* *Carried*

**Matters Arising from Last Meeting:**

Nil

*Bridget / Phil* *Carried*

**1.4 Correspondence:**

Correspondence tabled.

*Moved from the Chair "that the correspondence schedule be accepted".*

*Bridget / Jill* *Carried*

**1.5 Changes to disclosures of interest:**

Nil

**2 Strategic Reports**

**2.1 Financial:**

Capital purchases are result of completion of Rm 9,10,11,12. Build was budgeted for in 2016 but not completed til 2017.

*Move that Payment Schedules #6,7,8,9 be approved & Schedules 2,3,4, Chq summary for April 2017 be approved.*

*Phil / Paul* *Carried*

**2.2 Principal's Report:** Taken as read.

Paul spoke to the following.

**Policy Reviews** as outlined

**Student assessment** Diana & Claire will report on data In June meeting

**Professional Development;** Digital Fluency contract working with Tania Coutts.- 200 hours until end 2018

**Principal Appraisal** Working with Paul around his goals.

## **Finance**

The staff have requested musical equipment, IT equipment & more chrome books.

*That we apply to Oxford Trust for up to \$8000 for musical instruments (Quotes held) and for IT equipment. (Quotes to be confirmed)*

*Paul/ Bridget*

Once quotes received confirmation for the exact amount to go in application will be sought from BOT members via email.

## **Storm-water**

See Paul's report around issues & various options.

Agreed that Paul will contact Nigel- Precision Drainage & a couple of other contractors for advice & pricing.

**Ballot Completed.**

## **Communities of Learning (COL)**

We have registered & are in group 2 with the following schools:

Maunu, Morningside, Onerahi, Otaika valley, WBHS, Whangarei Heads, Whangarei Intermediate, Whangarei Primary.

There are lots of things to consider with this & further meetings are scheduled.

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

*Paul / Bridget*

*Carried*

### **2.3 Staff Representative Report:** Taken as read.

*Moved Claire / Bridget*

*Carried*

### **2.4 Property protection:**

Nil

### **2.5 Health & Safety:**

Nil

### **2.6 Communication:**

STAFF/PTA/BOT Dinner Thursday 3 August. In Hall, Christmas tree, mulled wine. Each group will bring either a salad, dessert, or nibbles. BOT will fund the Meat.

(Todd to order meat) Jill to liaise with PTA etc.

## **3 Discussion Topics/ General Business**

### **3.1 Joint PTA/ BOT wish list for spending:**

Meeting 6 June. 7-8pm. Discussions around how meeting will run, Paul to chair.

**3.2 Adding items to agenda.** Could we please make sure that any items to be discussed are tabled with Bridget or Paul prior to meeting if possible to help us keep to time.

Moved into committee 8.35pm

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."

To discuss; Maternity Leave Application

Meeting re-opened 8.40

**4 Significant Events/Successes**

**Marsden Camp** Was very successful & the staff felt it worked well as they knew all the children better as a result of the collaborative learning practices. Well organised & well run.

**Anzac Dawn parade** was well represented by the school.

Rachel Barclay has safely delivered a bonny baby girl. School to send a card.

**5 Preparation for next meeting** See action list.

**6 Date of next meeting** 7pm 20 June 2017

(6 June joint meeting with PTA for those able to attend)

**7 Meeting Closure:** 8.50 pm

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

**Action Points Outstanding**

Month	What	Who	Status	Comment
<b>2017</b>				
	AED	Carolyn	<b>Actioned</b>	Training pencilled in.
	BOT/PTA joint spending	Various BOT&PTA	<b>Ongoing</b>	Meeting on 6 June 2017
Oct 2016	Board Effectiveness Review Survey	Paul/ Claire	Diarise	June 2017.
May 2017	Storm water	Paul		Contact contractors for advice
	Get together	Jill		Contact PTA & staff
	Maternity leave	Paul		Letter to staff member