

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
Held November 27 2018 6.35pm in Staffroom

1 Administration Matters:

1.1 Present: Bridget Lambert (Chair) Paul Shepherd, Phil Currey, Todd Leathem, Alison Manson, Claire Turton, Michelle Manihera (Secretary)

1.2 Apologies: Carolyn Boyce-Bacon (Secretary)

1.3 Confirmation of the Minutes 30 Oct 2018

Matters Arising from 30 Oct 2018 Meeting: Nil

Moved that the 30 October 2018 meeting minutes be approved
Lambert / Davies Carried

1.4 Correspondence:

Housing NZ letter notification of regarding the housing development to be built in Puriri Park Rd

Moved from the Chair "that the correspondence schedule be accepted".
Lambert / Davies Carried

1.5 Changes to disclosures of interest:

Nil

2 Strategic Reports:

2.1 Principal's Report: Paul spoke to his report.

Roll

The MOE has declined our provisional roll review based on the March figures. July 1 roll return not taken in to account. 1 March 2019 will be when we request again for a roll review.

Staffing

Move the Confirmation of appointments:

Cayne Wright appointed as Fixed Term in Senior Team commencing term 1 2019
Mary Mulligan appointed as Fixed Term in Junior Team commencing term 1 2019.
Shepherd / Lambert Carried

Move the Confirmation of Paul Shepherd's Term 1 2019 sabbatical.

Move that Claire Turton be appointed acting principal for this time.
Lambert / Currie Carried

Budget

Paul presented a draft 2019 budget for consideration.

It was established that best way to use today's money is in staffing and Paul has asked for the BoT to support this by using a portion of the term deposits for staffing.

Paul to send a copy of the draft budget to everyone tomorrow.

The presented budget will be reviewed in the Feb 2019 meeting

Carpark

Need a road sweeper to remove the excess loose grit- Paul is waiting on a quote for this.

Todd has a road line painter machine for the car park markings. Adrian to possibly use once the loose grit has been removed.

CoL

The CoL has appointed a new CoL Leader, and are waiting on their acceptance in writing. Paul has said if there is no improvement in the direction of the CoL in Term 1 2019 he would have to reassess the value of being involved, as currently he is investing a lot of time with not much benefit to Maunu School.

2.2 Financial:

Phil spoke to the October accounts.

Move that Creditors Schedules 21,23,24 and 25 be approved for payment.

Currey / Shepherd

Carried

2.3 Staff Representative Report: Taken as read.

2.4 Property: Nil - Refer Paul's report

Todd was asked by a parent if the fantail on the new car park gate has sharp edges - Paul confirmed Rikki had smoothed the rough edges etc.

Discussion of the Clothing Bin and the household items dumped beside the bin. The company are very quick to pick all the dumped items left outside.

2.5 Health & Safety: Refer Bridget's report

Moved into committee 7.28pm

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 out of in committee 8.53pm

3 Discussion Topics/ General Business

BoT elections to take place next year between April - August. We will need to discuss succession planning and timeline of dates for the election in Feb 2019

4- BoT end of year BBQ - Bridget's House Sunday 16th Dec from 4pm

Guys bring salad, Girls bring desserts, Board supplying Meat

5- Board Members reminded about governance workshops and conferences that are run regularly throughout the year by NZSTA.

6- It has been noted that there are some social media accounts open using the name of Maunu School.

These appear to have been created by PTA members and past pupils/families of Maunu School. These have not been sanctioned by the Board, and they are not administrated by anyone

employed by the school. As such, we will be asking these groups to remove Maunu School from their group names.

7 **Significant Events/Successes**

A wonderful heartfelt farewell from the senior students of karakia, waiata and haka for recently deceased Georgie Tuhiwai from Korokota Marae on her way to Waikare Marae. Georgie had a long association with Maunu School being the coordinator of our Room 5/6 Korokota marae stays over many years. Diana had visited Korokota Marae on Monday night with her partner Walter.

Very Successful Senior Camp - Phil Currey acknowledged that the teachers did extremely well in an ever changing environment with the unpredictable weather.

The Zone Sports Day - held at Maunu this year. A great Day, congratulations to all who participated, and thank-you to all the teachers and parents who helped out for their support.

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

8 **Date of next meeting:** 12 February at 6.30pm

9 **Meeting Closure:** 9.05pm

Signed _____ Date _____
Chairperson

Action Points Outstanding

Month	What	Who	Status	Comment
March 2018	Funding application template.	Paul	ongoing	To streamline application funding timeline.
August 2018	Enrolment Zone area	Carolyn/Paul	ongoing	Need confirmed zone from MOE
Sept 2018	Health Consultation Survey	Claire	In process of being completed	To be distributed to families.
Nov 2018	Draft Budget	Paul		To BoT members
Nov 2018	Carpark	Paul		Quotes for loose grit removal

Nov 2018	Maunu Primary School FB	Claire Paul Bridget		To contact FB page administrators and ask them to change the name. Media Policy to be considered
Nov 2018	Letter to MoE regarding rolls	Paul		Letter to MoE