

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
Held July 30 2019 6.45pm in Staffroom

1 Administration Matters:

1.1 Present: Bridget Lambert (Chair) Paul Shepherd, Steve Capper, Kate Davies, Todd Leathem, Alison Manson, Claire Turton, Carolyn Boyce-Bacon (Secretary)

1.2 Apologies: Phil Currey

1.3 Confirmation of the Minutes 18 June 2019

Confirmation of the in Committee Minutes 18 June 2019

Matters Arising from 18 June 2019 Meeting:

Correspondence schedule was incorrectly recorded as seconded by Davies, should have been Leathem.

Moved that the 18 June 2019 meeting minutes be approved
Lambert /Leathem Carried

Moved that the 18 June 2019 In Committee meeting minutes be approved
Lambert /Leathem Carried

1.4 Correspondence:
Outwards- Nil

Inwards

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 the Principal's report.

NAG1- Curriculum

Paul spoke to how the core subjects, Literacy, (reading, written & oral language) and Maths are the main focus of school curriculum but this can often be integrated with other topics or theme work. Other areas of importance like play, innovation and discovery are also a big part of the curriculum. Innovative learning time takes slightly different forms depending on the year level of the student.

NAG2 - Strategic Planning, Review & Reporting

Parent/teacher/student conferences were held week 10 term 2 with a very good turnout across the school.

End of Year reports. We are currently updating the report format for end of year reporting to match the mid year report.

NAG3 Personnel

Professional Development

Teacher Only Day.

Paul proposed a Teacher Only Day for staff to visit other schools to observe and discuss aspects of Innovative Learning (play-based, discovery, STEM) environments and Written Language - specifically Write that Essay, a programme being used across the CoL and within the wider Whangarei cluster, and to allow some staff to attend a Boys in school course. This would mean a cross section of PD with no relievers required. Staff will all share their experiences with each other. Possible date: 9 Sept.

Board agreed that it was an efficient way to get the most value out of the day, and TOD Monday 9 Sept is approved.

Davies/Lambert

Carried

If a TOD is held it will push finish date at the end of the year out another day to 18 December.

Primary Principals Industrial Action

Paul bought the board up to date with current Principal negotiations. Board discussed the Open Letter that was to be presented to Minister of Education, in support of pay parity for Principals. All Board members happy for Bridget to sign on behalf of Board.

NAG4 Finance & Property.

Property Projects:

Sewage system: This continues to cause problems. Mark Woofe (Electrician) now involved as Nigel believes it is an electrical fault (break in cable?). Mark has checked and found nothing, but is now on board to respond if the alarm goes off or panel malfunctions.

Turf: Agreement between PTA & BoT to proceed with the Gameon Turf quote. The intention is for them to complete this work during the Term 3 (October) break. Final quote is for \$79,674 excl gst. This includes the 10mm shock pad under the existing turf and all markings.

This will all be funded by the PTA.

Fencing around hockey area will be lower in height but will need to be high enough around the netball area to avoid being a tripping hazard.

The turf project was approved via email tree as discussed and agreed in June meeting.

Shepherd/Lambert

Carried by all

Shade Canopy: Shade Systems are coming to inspect the existing canopy as to whether it can be "cleaned" or replaced or an all weather canopy installed. Possible estimate of \$1500? For the work.

Concrete: Clements Quarry are coming to quote to put a concrete "driveway" alongside the turf area so vehicles do not drive over the turf.

Roll Growth

We have been identified as needing 4 classroom spaces under roll growth. Paul has contacted local MoE who do not have any further information. This project will be managed by Capital Works Team based in Auckland. They will appoint a project manager who will engage with us.

Finance

Oxford Trust application for EOTC senior trip an amount of \$3000 was approved.

Out of Zone Applications

Sub Committee will be most efficient way of dealing future out of zone application for enrolments. The committee will get information when Paul receives out of zone applications and unless committee can't decide, application will not need to go to board meeting.

Sub committee members are Lambert, Davies, Capper, Manson, Shepherd.

2020 Dates

Start Mon 3rd Feb

NAG6 Legislation

2.2 Financial:

In Phils absence report was taken as read.

Currey/ Shepherd Carried

Move that Creditors Schedules 13,14,15 be approved for payment.

Shepherd / Lambert Carried

2.3 Staff Representative Report: Refer to report.

Claire spoke to the activities happening around the school.

Art Exhibition: This will be held on the 17th, 18th & 19th September. We have a team of teachers working with Paul to coordinate this event. It will be an opportunity for the students to showcase their visual art.

As part of the Exhibition every staff member and student will create a painted rock and gift their masterpiece to the school. Bunnings has sponsored the school and are helping to create a cascade of rocks down the mound, into the grassed area between the scooter track. It is hoped this will emulate a river.

Cross Country: This term our focus for students is fitness and stamina. Students will be doing fitness and school based running to build up to the Cross Country in Week 6. As we draw closer to the Cross Country teams take their students to Barge Park to familiarise them with the course.

Turton/Shepherd Carried

2.4 Property: In Principals report

As per Principal's report.

2.5 Health and Safety: Nil

3 Discussion Topics/ General Business

Moved into committee 8.10pm

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 on the privacy of a natural person under Section 9 (2) (a) of the Official Information Act 1982."

Leave request Discussed in committee

Moved out of "in committee" 8.15 pm

School Docs Claire & Paul are very close to uploading final documents onto school docs site.

Meeting times Agreed to stay with 6.45pm 3rd Tuesday of the month.

Maunu Town centre Project. Capper & Shepherd met with Goal Holdings who are in the process of applying to Council for zoning. Discussion around impact to school. A lot of work has gone into the application by the developer. They had a lot of information about the growth of Maunu area. As information comes in Paul will keep rest of board informed.

Pauls Appraisal.

Survey Monkey went out to staff & board from appraiser Lil Ruffell.

Significant Events/Successes

Mathex 2 teams both placed 2nd.

Preparation for next meeting: See action list.

8 Date of next meeting: 20 August 2019 at 6.45pm

9 Meeting Closure: 8.55 pm

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
May 2019	School Docs site	Claire/Paul		
June 2019	Oxford Application	Paul/Claire		Completed
	Meeting time/Day	All		Completed
	Turf Project	Paul		Ongoing