

MINUTES OF THE MAUNU SCHOOL BOARD OF TRUSTEES
Held August 20 2019 6.50pm in Staffroom

1 Administration Matters:

1.1 Present: Bridget Lambert (Chair) Paul Shepherd, Steve Capper, Phil Currey, Kate Davies, Todd Leathem (arrived 7pm), Alison Manson, Claire Turton, Carolyn Boyce-Bacon (Secretary)

1.2 Apologies:

Confirmation of the in Committee Minutes 30 July 2019

Matters Arising from 30 July 2019 Meeting:

School Docs: Waiting for School Docs make the website that links to ours. There will be passwords & links for amendments/updates that they will advise us of should there be any legislative changes and once we accept them, they will be able to be accessed on the school website.

Enrolment Zone. Still waiting for the MOE to confirm & update the school link site which isn't the same as our website.

Application for Funding. The process of staff identifying items they want funding for has been streamlined in 2019. Paul will put in writing a procedure for teachers to follow when applying for funding within their classroom environment and for applications from organisations like Oxford Trust.

*Moved that the 30 July 2019 meeting minutes be approved
Lambert /Davies Carried*

*Moved that the 30 July 2019 In Committee meeting minutes be approved
Lambert /Davies 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

Oral Language Focus throughout school on developing oral language is having great benefits. Through play-based learning, experiential and discovery play and inquiry, the level of questioning and oral language across the school has improved. This is also having a positive impact on written language across the school.

Written Language

We are looking into the "Write that Essay" program for written language, however this requires PD which will cost, need to ensure the program will meet our needs. We have access to a CoL across schools teacher for Written Language.

NAG2 - Strategic Planning, Review & Reporting

End of Year reports. This is currently with ETAP (student management providers) for development. We are wanting a consistency of language between mid-year and end of year reporting.

NAG3 Personnel

Professional Development

Teacher Only Day. Confirmed as 9 sept

Staff will be involved in a number of activities, visiting schools, early childhood centres for learning through play;

Written & oral language, Literacy PD ;

STEM PD.

Primary Principals Industrial Action

Agreement accepted & settled today.

NAG4 Finance & Property.

Property Projects:

10YPP- LM consulting have been doing the condition assessment work in preparation for 10y pp. Includes reports on drainage, electrical & roofing.

Resource area roof. Dawson Design are preparing plans for the reroof of the resource area. Funds have been granted from capex (MOE) & LM consulting are project managing this.

Soakage Pits. These are completely blocked. There are 3 soak pits, by pool & on field. Watco have been commissioned to clean them out. Cost \$2640 excl gst.

NAG6 Legislation

Enrolments- 2 out of zone applications for consideration- In Committee

NAG8 Analysis of Variance

COL- Proposal for the HUB to undertake PD around wellbeing.

LSC (Learning Support Coordinators): These positions were “rolled out” on Friday 2 August, without any introduction or real thought into the practicality of the positions. There is some concern about the way in which the allocations are proposed to be distributed, and who gets to decide how they are distributed Paul felt in his view there had been a lack of thought in the allocation and distribution of the LSC positions from the Minister and has asked them if we can have “pro-rata” positions (eg Maunu has 0.7) as we do with other positions. Correspondence has been sent suggesting fairer ways to distribute the positions.

Trampoline Mat. The mat & springs were stolen Sunday pm 11 August. We alerted the community via school App & newsletter recipients and The Northern Advocate ran the story. The mat & springs were returned Tuesday night all neatly folded up & in the bus shelter. Good result showing the power of the media.

2.2 Financial: Phil spoke to report. On track.

Awaiting donation from PTA to support our Turf project.

Currey/ Shepherd

Carried

Move that Creditors Schedules 16 & 17 be approved for payment.

Lambert /Currey

Carried

2.3 Staff Representative Report: Refer to report.

Claire spoke to the activities happening around the school.

Art Exhibition:

Whaea Claudine has been working with an Enrichment Group during Term 2 & 3. Each student learnt how to create Tuku Tuku patterns and the traditions and history behind Tuku Tuku.

A group of students were selected to further extend and enrich, working with Whaea Claudine to create some Tuku Tuku panels which will be hung either side of the stage and gifted to the school community as part of the Art Enrichment Day.

Cross Country: Good day today, very lucky with the weather.

Music Tour 48 children going on a music tour, performing at Selwyn Park , Glenbervie School, in town & then back to school for the whole assembly.

Turton/Shepherd

Carried

2.4 Property: In Principals report

As per Principal's report.

2.5 Health and Safety:

Accident report - a student's leg was broken at the cross country today, from tripping down the hill.

3 Discussion Topics/ General Business

Maunu Town centre Project

2 separate submission applications

a) Plan changes- lighting , earthworks, 3 waters.

b) Zone changes

BOT agree that it should be publicly notified.

Steve is going to investigate & then share with BOT via email what is involved for the submission.

Mural design

Offer from Local artist to do a mural on Room 14. \$100/m2 cost.

Agreed this was a good thing to do as part of the art exhibition.

Moved into committee 8.05pm

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."

Out of Zone application Discussed in committee

Moved out of "in committee" 8.08pm

Preparation for next meeting: See action list.

8 **Date of next meeting:** 17 September 2019 at 6.45pm

9 **Meeting Closure:** 8.15pm

Signed _____ Date _____
Chairperson

Action Points Outstanding

Month	What	Who	Status	Comment
March 2018	Funding application template.	Paul	ongoing	Add to procedure manual
August 2018	Enrolment Zone area	Carolyn/ Paul	ongoing	Need confirmed zone from MOE
May 2019	School Docs site	Claire/Paul		Website being prepared by Schooldocs
July 2019	Turf Project	Paul		Ongoing - October break project
August 2019	Maunu Town Centre	Steve/Paul		Check out submission process.