

NORTH LOBURN SCHOOL BOARD OF TRUSTEES

**MINUTES OF BOT MEETING**  
**Tuesday 19th June 2018 7:00pm**

**1. Administration**

**Present:** Darryn Ward, Sabrina Ilett, Andrew Wells, Anne Murphy, Mark Stephens,  
Paul Simpson

**In Attendance:** Jenny McClintock

**Apologies:** Anne Hughes

**Declaration of Interests:** none

**Confirmation of last month's Minutes**

**Moved that these minutes are a true and accurate record of the meeting.**

*Moved: Sabrina*

*Seconded: Darryn*

*Carried.*

*Signed:.....*

**Matters Arising:**

**2. Main Focus of Meeting**

- ❖ Bus Run - Good discussion was held around future planning based on feedback from MOE. 2020 will see major changes to directly resourced (DR) bus networks. Darryn to clarify with the MOE a number of questions that were bought up during discussions. Darryn will have a meeting with J Rivers to discuss the major changes and report back to the Board.

**3. Monitoring**

**Correspondence In**

MOE - Education Gazette

NZ Teacher Mag

NZ Principal

School Docs - Terms reviews

The Auditor General - School Audit Arrangements for the 2018-2020 Financial years.

## Correspondence Out

## Administration

- ◆ Opening roll – 126

## Finance and Monthly Audit

*This screenshot shows the cash received and cash spent for May across all accounts.*

**Bank Summary**  
North Loburn School  
From 1 May 2018 to 15 June 2018

Bank Accounts	Opening Balance	Cash Received	Cash Spent	Closing Balance
North Loburn SYA Account	163.26	11,216.72	8,028.15	3,351.83
Westpac Grants Account 01	7,605.91	3,004.76	5,121.22	5,489.45
Westpac Investments	25,000.00	0.00	0.00	25,000.00
Westpac Online Saver	12,874.91	945.87	5,852.35	7,968.43
Westpac Trust Account	65,981.60	40,672.05	69,261.17	37,392.48
<b>Total</b>	<b>111,625.68</b>	<b>55,839.40</b>	<b>88,262.89</b>	<b>79,202.19</b>

- Our monthly expenses for May were \$17166.69 (excluding wages)
- Our monthly banking for May amounted to \$ 10,404.07 (This included Special needs grant and money for sponsorship of GTT)
- CERT grant - \$3,600 approved for a teaching station
- Mainland Foundation - \$1,781 approved for Yr7-8 camp accommodation

Bank		
North Loburn SYA Account	3,351.83	0.00
Westpac Grants Account 01	5,489.45	0.00
Westpac Investments	25,000.00	30,000.00
Westpac Online Saver	7,968.43	9,081.17
Westpac Trust Account	37,392.48	11,630.26
<b>Total Bank</b>	<b>79,202.19</b>	<b>50,711.43</b>

## 4. Discussions

### Principal

Darryn presented his Principal's report (tabled).

Key points:

- ❖ Discussion were had around having bees at school, down the back paddock - James Malcom from Natural NZ Honey. The Board was very keen and it would fit in with our GTT programme. Darryn to look into the H & S requirements and report back to the Board.
- ❖ Health Curriculum - Ka Puawai (Y0-Y4) and Sexuality Road (Y5-Y8) will be taught in 2019. A parent evening will be run by Family Planning in Term 1 2019 to allow for discussions around the programmes and procedures. This health programme will run every year. A Family Planning evening will be run each year for new families, or an information pack will be sent out.
- ❖ The recent Whānau Hui was well attended.
- ❖ Technology (Term 3&4) - there will be a modified version of the 2017 programme with some student choice.

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

*Moved: Darryn*

*Seconded: Andrew*

*Carried.*

### Curriculum - Staff Report

In Anne's absence, school events were discussed.

Key points:

1. Health related topics have been at the forefront of all the classes.
2. Kapa Haka festival term 3.
3. Yr4-Yr8 mid year reports are currently being written.

**In Anne's absence, it was moved that the Staff Report be accepted.**

*Moved: Sabrina*

*Seconded: Mark*

*Carried*

## Home & School

Anne Murphy reported on recent H & S events.

Key points:

1. The Trail Ride was a huge success. 450 riders. \$19,000 raised. The Board thanked everyone involved for all their huge amount of work on such a big fundraiser for our school.
2. The H&S are doing a review on Rules & Regulations and the Constituion.

**Moved that Anne's Report be accepted.**

Moved: Anne

Seconded: Darryn

Carried

## Property Projects

1. Painting update - completed
2. Pool - Ken H will be working on the skimmers - weather permitting.

## Personnel

Principal's Appraisal - Darryn and the Board have worked through goals.

## Health and Safety

1. H&S check - completed - Andrew exploring options on heating in Rimu.
2. Bus report - see main focus of meeting.

## Planning and Self Review

Protected Disclosure

Reporting to Parents

Visitors - after discussions around the Visitors documents, it was decided that we have a student sheet in the office for students going in and out of the school (between 9am-3pm) for personal appointments eg. doctors visits, dentist visits etc.

## **5. Items for the next meeting**

School bus

Bees

All weather court

**Meeting Date: Tuesday 7th August 7pm**

**Meeting closed 8:34pm**