

Agenda of BOT Meeting

to be held Tuesday 31st October 2017 7:00pm

1. Administration

Present: Anne Hughes, Anne Murphy, Andrew Wells, Darryn Ward, Miriam McCaleb, Sabrina Ilett, Paul Simpson (late)

In Attendance: Jenny McClintock

Apologies: Mark Stephens

Declaration of Interests: None

Confirmation of last month's Minutes

Matters Arising: None

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

Moved: Sabrina

Seconded: Anne H

Carried.

Signed:.....

2. Main Focus of Meeting

Budget priorities for funding in 2018

Lengthy discussion was held around priorities for the 2018 budget. ITC, Kapa Haka, Garden To Table, Teacher Aide wages, PD for staff and the school swimming pool were noted as the main importance for 2018. Andrew and Darryn to meet and nut figures out then report to the board.

3. Monitoring

Correspondence In

MOE - Education Gazette
NZ Teacher Mag
NZ Principal

Correspondence Out

Administration

- ◆ Opening roll – 135

Finance and Monthly Audit

- Our monthly expenses for September (wages incl) were \$53,800.47 gst excl
- Our monthly banking for September amounted to \$35,142.30 gst excl.
This included \$10,373.63 MOE grant and \$16,900.32 Operations grant
- Pub Charity \$2,500 for Year 7 & 8 camp - to be returned
- CERT \$4,580.17 for Year 7& 8 camp
- Moved that we apply to Pub Charity for \$8,369.57 (GST excl) for accommodation and activities for our Year 4-6 camp (Kauri/Kahikatea) March 2018 on behalf of North Loburn School.

Anne M / Sabrina - Carried

4. Discussions

Principal

Darryn presented his Principal's report (tabled).

Key points:

- ❖ Break Out Space - Darryn and Mark to meet with the MOE and Logic tomorrow. Discussion will be held around the earthquake report too. Work to start in Christmas holidays.
- ❖ Out of zone - the ballot for out of zone enrolments was held on the 18th October under police supervision. The families involved in the ballot have been notified.
- ❖ CoL Launch - November 16th - staff will be presenting at this event with our focus being on Enviro Schools.

Moved that the Principal's report be accepted.

Moved: Darryn

Seconded: Anne H

Carried

Curriculum - Staff Report

Anne Hughes reported on recent school events.

Key points:

- ❖ ULearn Conference in Hamilton - the staff came away from this with many exciting and new ideas.
- ❖ Senior school athletic sports went very well - huge thanks to the community for their support.
- ❖ Green Gold status - our school is preparing for our Green Gold review - we have had an amazing 15 year journey.

Moved that Anne's Report be accepted.

Moved: Anne

Seconded: *Darryn*

Carried

Home & School

Anne Murphy reported on recent H & S events.

- ❖ Movie Night - 1st December - Juniors and Seniors at the same time in different rooms.
- ❖ A survey will go out to families brainstorming ideas for 2018.

Moved that Anne's Report be accepted.

Moved: Anne

Seconded: *Sabrina*

Carried

Property Projects

1. Solar proposal - awaiting grant

2. Building upgrade - see Principal's report
3. Pool - awaiting visit from Coombes to find the source of our leakage issue. Darryn is measuring the pool each day for data.
4. Tyre swing - A parent is re-engineering the components for us to ensure safety.

Personnel

- Letter of resignation was sadly received from Tanya Connelly.
- Moved that we formally (reluctantly) accept the resignation of Tanya Connelly.

Darryn / Miriam - carried

- Tanya has been offered (.2) 40 days over the year covering all teachers classroom release. Darryn to talk to the staff and let the community know.
- Advertisement for a teacher aide - 15 hours/week until the end of Term 1 2018 - for a new child and his teacher in Rimu.
- Appointment Committee and Process - 3 positions to be filled before the start of 2018. Two permanent and 1 fixed term. It was decided that the appointment committee would be Darryn, Anne H and Anne M.

Darryn / Sabrina - carried

Health and Safety

1. H&S check - Friday 3rd November - Paul and Darryn

Planning and Self Review

Privacy

Salary Units / Management Allowances

Classroom Release Time / Timetable

5. Items for the next meeting

Setting 2018 meeting dates

Meeting closed 8.25pm

Next meeting **Week 3 - 2018 - 7pm**