

NORTH LOBURN SCHOOL BOARD OF TRUSTEES

MINUTES OF BOT MEETING
Tuesday 8th August 2017 7:00pm

1. Administration

Present: Anne Hughes, Andrew Wells, Miriam McCaleb, Darryn Ward, Anne Murphy, Mark Stephens, Sabrina Ilett (Chair)

In Attendance: Jenny McClintock

Apologies: Paul Simpson

Declaration of Interests:

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

Carried.

Signed:.....

2. Main Focus of Meeting

Principal's Appraisal

Quality discussion was held around 360 degree Appraisal for Darryn.

Board to make focusses. Questions will go to staff, a selection of pupils (both junior and senior level) and the board.

Questions will be around relationships, clarity of leadership and wellbeing.

Darryn asked what the Board wanted from the appraisal - the Board wanted Darryn to grow as a Principal and have a care plan in place.

Next year the appraisal will be in house.

3. Monitoring

Correspondence In

MOE - Education Gazette

NZ Teacher Mag

NZ Principal

MOE - 10 year property plan & 5 year agreement

Argest - Building WOF Expiring 15/4/18

MOE - July OPS Grant

MOE - School Transport Direct Funding Rates

MOE - Hon Nikki Kaye - funding review update - end of decile system

(Darryn spoke about the new risk index indicators. The document we viewed indicated that there would be no reduction in funding as a direct result of this change).

Correspondence Out

Grant application - Air Rescue & Community Services

Administration

- ◆ Opening roll – 128
- ◆ Cohort entries - Sabrina to give information to the board when it is received.

Finance and Monthly Audit

- Our monthly expenses for June (not inc wages) were \$25,453 gst incl
- Our monthly banking for June amounted to \$ 7,961 gst incl
- Applied to Air Rescue Services for \$657.50 (GST e

4. Discussions

Principal

Darryn presented his Principal's report (tabled).

Key points:

1. Darryn has compiled a National Standards Report - Cohort comparison data - that tracks the progress of the cohorts from the end of 2016 to the middle of 2017. Y4-Y8. Darryn to add on information over the next few years, which will show valuable insight on how our children are tracking. The report will pinpoint key teaching areas.
2. The North Loburn School website has now gone live. The board acknowledged the work that Howard Pettigrew has done to make this possible.
3. The new chromebooks have arrived and are working well in Y4-Y6. Special thanks to Howard, Lois and Ken for their work in storage units and setup.
4. Out of zone placements

Moved there will be five places at NE level for out of zone placements

Darryn Ward / Andrew Wells - carried

Moved that the Principal's report be accepted.

Moved: Darryn

Seconded: Andrew

Carried.

Curriculum - Staff Report

Anne Hughes reported on recent school events.

Key points:

1. The Kapa Haka group showcased a very tailored performance at Ashley School prior to the Kapa Haka Festival in August. Parents, staff and community members have given a lot of their time to get the amazing uniforms ready.
2. A huge thanks to Elizabeth Fleming for her commitment to the school band. On 29th August the band will be visiting Chisnallwood Intermediate School.
3. Swimming lessons have been very worthwhile - funded by Mainpower with a small cost to families for the term's lessons.

Moved that Anne's Report be accepted.

Moved: Anne

Seconded: Sabrina

Carried

Home & School

Anne Murphy reported on recent H & S events.

Key points:

1. The fun run on Sunday 3rd September is on track. With the wet Winter numbers are down on previous years. Nestle are onboard and paying for our buffs.

Moved that Anne's Report be accepted.

Moved: Anne M

Seconded: Anne H

Carried

Property Projects

1. Solar proposal - Darryn and Jenny are currently going through grant with Rata Foundation.
2. Building upgrade - Waiting to hear back from Logic. Design has gone through.
3. Programmed Services Proposal - Darryn discussed his meeting with Programmed Services and discussion was had around the proposal to the school to manage our cyclical maintenance for the next 7 years.

Moved that we accept the Programmed Services proposal.

Darryn Ward / Mark Stephens - carried

Personnel

1. Moved that we formally ratify the appointment of Sabrina Ilett to the role of teacher aide, job share in Kahikatea through to the end of 2017.

Darryn Ward / Anne Murphy - carried

2. Moved that we formally ratify the appointment of Cherry Burgess to the role of teacher aide, job share in Kahikatea through to the end of 2017.

Darryn Ward / Miriam McCaleb - carried

3. Moved that we formally ratify the appointment of Christine Baker to the role of part time fixed term teacher (.8) in Kahikatea through to the end of Term 3.

Darryn Ward / Sabrina Ilett - carried

4. Moved that we formally ratify the appointment of Kim Birchler to the role of part time fixed term teacher (.2) in Kahikatea through to the end of Term 3.

Darryn Ward - Mark Stephens - carried

5. In committee discussion

Moved meeting to go into committee 8.27pm. Darryn/Sabrina Carried.

*** PUBLIC EXCLUDED SESSION **Motion: Moved Chairperson**

That the public be excluded from the following proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information & Meetings Act 1987 for the passing of this resolution is as follows:

General subject of matter to be considered: Contract discussion

Reason for passing this resolution in relation to each matter

Ground(s) under Section 48(1) for the passing of this resolution

Good reason to withhold exists under Section 7(2)(a) 48(1)(a)

This resolution is made in reliance on Sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6, Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

- *For reasons of legal and professional privilege and to protect the privacy of natural persons.*

Motion: Moved Chairperson

That the meeting resume in the public session at 8.51pm and confirm that the business discussed in the public excluded session remains confidential to the Board.

Darryn / Andrew - carried

Health and Safety

1. H&S check
2. Fire drill - 2.01 - Paul to look into having the alarms connected from hall to office
3. Lockdown drill - went well

Planning and Self Review

Policies for review this term: Read for review at next meeting

- Students with special needs / learning support
- Appointment procedure
- Child Protection

5. Items for the next meeting

Policies to be discussed at next meeting (as above)

Meeting Date: Tuesday 12th September 2017

Meeting closed 9.05pm