

NORTH LOBURN SCHOOL BOARD OF TRUSTEES

MINUTES OF BOT MEETING

Thursday 12th September 2019 7:00pm

1. Administration

Present: Darryn Ward, Paul Simpson (Chair), Anne Hughes, Andrew Wells, Tina Mackintosh, Duncan Mackintosh

In Attendance: Jenny McClintock, Cherry Burgess

Apologies: Rachel Woodcock

Declaration of Interests: None

Confirmation of last month's Minutes

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

Moved: Paul

Seconded: Andrew

Carried.

Signed:.....

2. Main Focus of Meeting

Cherry Burgess gave a passionate presentation to the board about GTT (Garden to Table) and PTP (Paddock to Plate). The board asked Cherry how they could help her and Maxine, how the programme helps our children and the benefits it provides. After watching a slideshow showing the children's excitement and extensive programme, the board then heard of the great opportunity of a journey from the soil to the table and of the new paddock to plate. Valuable experiences of seed collection, planting seeds, harvesting, garlic plaiting, freezing (for no wastage), seasonal fresh herbs/fruits/vegetables, educational games, food nutrition and health and safety issues (with knife licenses being earned).

PTP is a new programme initiated by the Mackintosh family and Tina spoke of a Farmlands contact Mark McHardy who would like to donate netting to fence off our back paddock.

Cherry would like some chickens for GTT. The Board will source some support for a henhouse. Cherry has lots of dreams for the future ahead - exciting times for our neat little school.

3. Monitoring

Correspondence In

MOE - Education Gazette

NZ Teacher Mag

NZ Principal

CES - Draft MOE information about the proposal for funding \$150 per student for donations.

Diane Lintott - leave request 2020

Correspondence Out

Letter to Reg and Raewyn Hardy thanking them for mowing lawns

Administration

◆ Opening roll – 124

Finance and Monthly Audit

- ◆ Move that we apply to Trust Aoraki Ltd for the Yr 7 & 8 camp to Kaikoura for accommodation costs \$1,728 (GST excl) **Paul/ Darryn - Carried**
- ◆ Moved that we apply to The Trust Community Foundation for \$5,000 for Garden To Table wages on behalf of North Loburn School. **Darryn / Anne - Carried**

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

Bank Summary
North Loburn School
From 1 September 2019 to 30 September 2019

Bank Accounts	Opening Balance	Cash Received	Cash Spent	Closing Balance
North Loburn 5YA Account	17.32	0.00	0.00	17.32
Westpac Grants Account 01	38,072.45	0.00	0.00	38,072.45
Westpac Investments	25,000.00	0.00	0.00	25,000.00
Westpac Online Saver	6,789.74	135.00	0.00	6,924.74
Westpac Trust Account	38,093.97	485.76	6,457.36	32,122.37
Total	107,973.48	620.76	6,457.36	102,136.88

This report includes transfers between bank accounts. The dashboard 'Total cash in and out' graph excludes bank transfers.

- Our monthly expenses for August were \$18400.4 (excluding wages) Includes payment for Bus operation
- Does include larger payments for REACH, SMS and security
- Our monthly banking for August was \$14284.38
- This includes sponsorship for GTT. We now have a GTT income code

74% of our annual budget has been received.

Our next OPs Grant drop is 1st Oct

4. Discussions

Principal Report

Darryn presented his Principal's report (tabled).

Key points:

- Kura Hangi - six at present for the sub committee, 5th November
- Navigating the Journey -confirmed the delivery statement for health education
- Number Navigators - Maggie Turnout - hold until the end of the year - clean slate from the start of 2020.
- Out Of Zone - 5 pupils (robust discussion around this number)
- Communication Survey - Darryn will put this out and report back -Likely to be an engagement survey

- Staffing for 2020 - advertise for Fixed term, 1 year teacher (Rimu) - Darryn, Duncan and junior teacher on the panel
- 2020 - Monday 3rd February - Wednesday 16th December

Moved that the Principal's report and recommendations be accepted.

Moved: Darryn

Seconded: Andrew

Carried

Curriculum - Staff Report

Anne Hughes reported on recent school events (tabled).

Key points:

- Y4-8 Summit Challenges homework programme - the board thanked Anne for the new staff report and look forward to the next curriculum review
Recommendations: discussion at the parent teacher evening and perhaps an evening at the beginning of 2020 for new families moving up to Year 4.

Moved that Anne's Report be accepted.

Moved: Anne

Seconded: Paul

Carried

Home & School

Due to Rachel's absence there was no H&S report.

Tickets for 'The Night of the Races' on 30 November are all sold

Property Projects

- School Lawn mowing - Tina to ask Brown family

Personnel

- Moved that we formally ratify Jacqui Witt's application for two weeks leave without pay at the end of this term.

Darryn / Anne - carried

- Moved that we formally ratify Diane Lintott's application for one month leave without pay May 2020.

Darryn / Andrew - carried

- Management team - Kate Hassall has become a member of the management team alongside Anne and Darryn.
- School Cleaners - new team within Crest starting

Health and Safety

1. H&S check - as a result of the Mosque attack in March we will put in black out curtains in the hall and internal locks - a grant will be applied for
2. Bus report - Conversation to be had with John early October to ascertain the status of his contract for 2020

Planning and Self Review

- Performance Management
- Health, Safety and Welfare Policy

5. Items for the next meeting

- Kate - SENCO
- Strategic Questions

Meeting Closed 9.30pm

Next meeting **31st October 2019 7pm**

