

Minutes for the Board of Trustees Meeting
Thursday 19 May 2011
Staffroom 5.30pm

Present: Sue Buckenham, Don Hazlett, Chris Clark, Robin Harris, Grant McCulloch, Nick Flight, Mary Wallace

Guests: Tim Young, Tracey Turner (PTA) Donna Fordyce (minutes)

1. Apologies:

None

2. Strategic Decisions

- *Performing Arts Room.*

Funding and options were discussed including a new option of a relocatable building that is for sale in Frankton. This relocatable building is relatively new and a similar design and dimensions (80 square metres) to the performing arts room we currently have and would come at a good price. A decision was made for the property committee to view the building at 9am the following morning to verify if this would be a viable alternative option worth looking at. Everyone was in favour of pursuing options 3 and 4 (relocatable building) of the options considered.

3. PTA – Tracey Turner

Tracey ran through some of the projects the PTA were working on for 2011 including the fair which will be held on November 19th. Proceeds from the fair and the performing arts extravaganza will be put towards the new performing arts room. She mentioned there had been interest in some sort of a school uniform. It was noted the school parents would need to be surveyed with the ministry guideline of 75% of parents to agree (the last survey was done in Term 3 of 2009). Don thanked Tracey for coming to the meeting and looked forward to a close working relationship with the PTA.

4. Reports

Principal

- Sprinkler system held pressure for 5 days and has been progressively losing pressure again although not as great as it was. Wormalds are back testing again to locate where the leak is.
- Philip Blakely met with staff and children to get their ideas for landscaping the area outside Room 13. Philip to come up with some drawings based on the feedback he received.
- Property committee need to get together to select at least three project managers to send a 'Request for proposal form' for the Performing Arts Room. This will need to be delayed until a decision is made on which option for the performing arts room is selected.

Finance

- Income statement presented to 30 April 2011. Grant noted income was looking good and expenses were fine with nothing out of line. The school's cash position was looking fairly solid at this stage and if everything stayed on target there could be

some money available at the end of the year for classrooms or the performing arts room, if needed.

- The Board authorized that \$30,000 be put on a six month term deposit.

Finance Report approved.

Moved Grant, seconded Chris. Carried.

Property

As above (Performing Arts Room).

Self-Review

- Student achievement facts and figures from the beginning of the year were presented by Robin and discussed by the board. It was noted Rhys is providing an extra after school class in Maths and Yvonne provides student support targeting numeracy. There is also a focus group working on mathematics. Staff had a demo day from Mathletics, a comprehensive mathematics computer based programme. Decision to trial this programme in the second half of the year and collect data to see what difference it makes to testing results. The programme costs schools \$30 per child which we could introduce next year if testing results prove positive.

5. **General Business**

- Discussion on the diesel boiler prices and usage. This is being carefully managed by Robin.
- Request from staff for an early finish on two interview days in week 1 and 2 of Term 3. School would close at 2pm with buses to go at the normal time of 3pm. Interviews would begin at 2pm. Provision will be made to look after children unable to be collected from school early. The board approved the request.
- Mary has had a parent concerned with the security of children's information on the school's website. Tim noted only first names were used with the photos that were published with the newsletters. Robin and Tim to have a further look into this.
- Robin to call the Scout and Cub committee leaders for discussion on hall hire charges.
- Board review next meeting. Discussion on anything to improve/change.
- Chris enjoyed his school visit noting it was good to see the technology in action and the school had a good vibe. Don to visit before the next meeting.
- (Public Excluded Business). 7.25pm In accordance with the provision under Section 48 of the Local Bodies Act, the BOT moved into committee to discuss a staff member's salary. The reason being is to protect the information which is confidential to those involved. The grounds are to protect information which is subject to an obligation of confidence.
Moved Don, seconded Grant. 7.30pm Out of committee.

6. **Minutes of the previous meeting** – 14 April 2011.

Moved Don, seconded Grant. Carried.

7. **Matters Arising**

None

8. **Correspondence**

In

- Letter from Anne Tolley re ERO report.
- Letter from NZSTA re registering your vote at AGM.
- Letter from Brian Tegg re approval for additional classrooms.
- Email from Chris Rose ERO re the review process for Arrowtown School.
- Letter from Peter Simpson, NZPF President re National Standards
- Letter from Anne Tolley re bullying.
- STA News – April
- Board report from latest Education Gazette.

Out

- Nothing

Moved Don, seconded Robin. Carried.

Meeting closed at 7.40pm
Next meeting Wednesday 29 June 5.30pm in the staffroom
(to coincide with Rex Whiting's appraisal visit)

Signed



Date

29/6/11