

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees Meeting held on
Monday 11 August 2014
at 7.15p.m.
at Titahi Bay School

PRESENT:

Shelley Cheyne (Chairperson), Kerry Delaney (Principal), Sharon Thompson (Staff Rep) Sarah Campbell, Lynn Lang (Secretary), Carl Jones, Scott Hemsley, Gaby Wesley-Smith

APOLOGIES

Terry Crawford

WELCOMES

Shelley welcomed Deborah Malcom to the meeting.

DECLARATION OF INTERESTS:

Nil

STRATEGIC DISCUSSIONS:

Property

Roofing:

Last signature done today by the MOE. Roofers will start in the South block first. All safety meetings have already been done.

Container

Container has arrived at school. It will be secured when it gets put on the permanent site.

Bike Track

Up to stage 2 –(*name withheld*) will get this started. Approximately \$6,000 – BOT to cover until we get a grant.

Helmets

All helmets have now arrived. We will give these out next year.

Fencing

There have been a couple of problems. Kerry to meet with architect tomorrow to discuss some issues we have. Quite sure it can all be rectified.

Furniture

Some teachers have decided to go with bigger tables in Ngahere. We may sell some of the older, smaller tables to some families.

Shelley moved that the Strategic discussions be passed – seconded Sharon

MONITORING

Data – Priority Learning

Deborah talked to. Looked at Term 2 data. – Programme for Term 3.

Ngahere -Tanya working 4 days a week covering 45 minutes in each class.

MST with Deborah and Maths.

Rakau – Sharon Hartley and Sharon Thompson focusing on Writing and Maths.

Koru – Judy Johnston Literacy

Kakano – half hour 4 days a week targeting children who come into school who need lots of learning skills.

Teachers are really seeing the benefit of daily instruction from effective priority teachers.

Banked Staffing

\$51,000. We need to advertise for a new NE teacher and we need to cover maternity leave.

Release in Term 4 for leaders of teams – will also use quite a bit of this.

Finance Report

Gaby moved that the June/July accounts be passed – seconded Shelley.

STRATEGIC DECISIONS:

Appointment Team

Kerry advised that Deborah Malcolm will be leaving at the end of the year, moving to Auckland.

Kerry and Shelley to be on the appointment team for two new DP's. Kerry to put a plan together and will share this with Shelley. Advertisement will be in gazette this term and appointment by the end of Term 3. Shelley, Kerry, Deborah and Sharon Thompson on appointment team.

Self Review –Community Consultation T4

Would like to have something about:

- *Triathlon
- *School shows
- *Electives
- *School fees
- *Homework
- *Murray Te Reo programme
- *Sports in weekend – parental support
- *Bring your Own Device
- *Religion
- *Mark Pasifika programme
- *Supakidz
- *What do you love about the school that you wouldn't want to change?.
- *What don't you like about the school that you would want to change?
- *After School Care

Kerry to approach Kapi Mana re new Principals coming into the area and see if we can get an article on this about our area.

PB4L

Sharon tabled and talked to The Bully programme and Health Welfare survey.

Student survey needs to be collated which will be part of resilience meeting held with parents during the year.

Kerry wanted to recognise all the hard work that the team for PB4L are doing.

Maori / Pasifika Strategy

There are meetings going on in these two groups every term in week 6. Del, Mike and Gillian are all part of the Maori group.

Shelley to approach the Pasifika team to see if they have someone who would like to attend the BOT meetings.

Shelley to contact Terry/Barbara about strategic plan update for next BOT meeting.

Shelley moved the Strategic Decisions be passed , seconded Gaby.

IDENTIFY/AGENDA ITEMS FOR NEXT MEETING

Policy/Procedures

Sarah to look at the Procedures when Management team completed them.

Policies will be rechanged for passing at the next meeting.

ADMINISTRATION:

Confirmation of last minutes

On the motion of Shelley , seconded Sarah, it was resolved that the minutes of the meeting held on Monday 30 June 2014 be taken as read and signed as a true and accurate record of that meeting.

Matters arising from minutes

Nil

Correspondence

Sent out with BOT papers.

Shelley moved that the correspondence be accepted – seconded Gaby.

Principal's Report

Kerry talked to the main points in her report.

Scott moved a motion that the following dates be the term dates for 2015 – seconded Sarah.

| | |
|--------|--------------------------|
| Term 1 | 5 February – 2 April |
| Term 2 | 20 April – 3 July |
| Term 3 | 20 July – 25 September |
| Term 4 | 12 October – 18 Decmeber |

Sarah put her name forward to be the extra contact person needed for security in the school holidays.

Shelley moved that the Administration be passed – seconded Sharon

EVALUATION OF MEETING:

- *Like the new format, love PB4L, good meeting
- *Enjoy comments about where the school sits in the big picture.
- *Taken by the PB4L. This school is steeped in culture
- *Really positive meeting. Like new format. Good to be able to get to finalise policies
- *KURA stuff and culture. Titahi Bay School has own culture and own place in community
- *Like seeing how everything is coming into alignment
- *Like how a little issue was resolved after 8 weeks
- *Meeting was great. Glad I don't get nervous about coming to the meetings. I value that.

MEETING CLOSED AT 8.45pm

MINUTES READ AND CONFIRMED

Chairperson..... Date.....

Note to minutes:

- Information withheld under section 7 (2)(a) of the Local Government Official Information and Meetings Act 1987, to protect the privacy of natural persons.



Kura Street, Titahi Bay, Porirua 5022 Phone: 04 236 8399 Fax: 04 236 8302 email: office@titahibay.school.nz

11 August 2014

Kerry moved a motion that Wendy Barry can apply for funding from Fonterra for \$2,000 to help with costs around our bike track - seconded Sharon Thompson.



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