

**Minutes of the Board of Trustees Meeting held on  
Monday 12 December 2016  
at 5.00p.m.  
at Titahi Bay School**

**1. ADMINISTRATION**

**1.1 Present:**

Kerry Delaney (Principal), Sarah Campbell, Lynn Lang (Secretary), Gaby Wesley-Smith, Lynette Renouf, Sharon Thompson, Scott Hemsley, Ria Tumoana

**1.2 Apologies**

Nil

**1.3 Declaration of interests**

Nil

**1.4 Welcomes**

Sarah welcomed everyone to the meeting

Lynn handed out the STA News.

**2. STRATEGIC DECISIONS**

**2.1 Tender Rooms 12/13**

Tenders have not come in yet.

Upgrade has come in \$76K more than budgeted, although there is additional money in reserve if needed. Kerry has asked Lee Ashby to come in and explain things to the Board at the first meeting in 2017.

**3. STRATEGIC DISCUSSIONS**

**3.1 Kura on the Green**

Kerry talked to. 65% of families gave us feedback on the night in our community consultation. Wonderful night for our KURA whanau.

**3.2 Community Consultation**

65% of families who came to Kura On The Green gave us feedback. Most people loved what we are already doing.

A few things that stood out were:

\*KURA and PB4L came in really strong

\*Lots about swimming pool

\*Making school a Years 1-8 school

\*Good things about what we are already doing

\*Resilience and bullying – Keep working on this area

\*Children are learning – extension for some

\*Cooking, gardening and science – Integrated curriculum

\*Great communication

\*Feeding children who are hungry

- \*Bike track
- \*Religious freedom – maybe we need to make some sort of stance on this as a BOT.
- \*Road patrols for Main Road
- \*BOT need to be more visible
- \*Truancy
- \*Sex education

We will discuss this more on a Strategic Planning day.

Kerry advised that she is bringing “Table to the Garden” and Love Waste programmes to the school next year.

Sarah moved that the Strategic Discussions be passed – seconded Lynette

#### **4. STRATEGIC PLAN**

The BOT will take control of this.

Later in January (Ria to come back with a selection of dates) the BOT will do a day workshop with Ria on the Strategic Plan for the next 3 years. We will use community consultation and staff feedback into this.

##### **4.1 OCTOBER/NOVEMBER FINANCES**

Gaby talked to the October/November accounts. Things are looking good. Novopay banked staffing at Pay cycle 17 is in credit by \$2258 – but will come back to a zero balance after the school holidays.

**Gaby moved a motion to pass the October/November accounts seconded Sarah.**

#### **5. ADMINISTRATION:**

##### **5.1 Confirmation of last minutes**

On the motion of Sarah , seconded Lynette, it was resolved that the minutes of the meeting held on Monday 7 November 2016 be taken as read and signed as a true and accurate record of that meeting.

##### **5.2 CORRESPONDENCE – Principal’s report**

Kerry talked to the main points in her Principal report.

- \*The cooking room has now been insured and blessed so we are able to use it.
- \*10 Year Property plan – Ashbys have set this for 2017.
- \*The Lock Doctor has put new locks on all doors with access to the cooking room so teachers must lock and unlock. This is to ensure that Health & Safety is covered.
- \*YMCA now have a school key in a lockup box.
- \*All Emergency Procedures have been carried out. Rebekah Maskell will run a parent evening in Term 1. We have 8 students trained to use the school radio with PCC.
- \*Holiday Security – Sarah to arrange this. Gaby to be first on the list.
- \*The school had no major issues when we had the earthquake and flooding.
- \*Board to thank Jim Delaney for the work he did at school to help make Kura On The Green a success.

Kerry tabled National Standards data 2016/Nag 2A (b) and comparison data against Wellington schools and NZ schools and talked to the National Standards NAG2A(b) Commentary Reporting. This shows National Standard areas for Mathematics, Reading and Writing. We are very proud of this. It shows that teachers are working hard.

BOT to send messages about how much work goes into the additional programmes.

Comments of meeting:

- Stats are fantastic to see. Full credit to the teachers and children.
- Still buzzing from Kura on the Green. Can see lots of opportunity to come up with ideas for whanau group. Maori whanau need to create a place, e.g. teaching cooking in the cooking room.
- Epic year. Election, Kura on the Green, new kitchen. You guys (new Board) being here. Love being on the Board bring on 2017.
- Kura on the Green – super duper. Pasifika group were really happy to do their thing. They wanted to pay for this themselves. Nice being on the Board. What really stands out is the KURA in this school.
- On behalf of all of the staff, thank you for being a great Board and thank you for all your support.
- Thank you to the teachers, Kerry and all staff – Kura on the Green, highlight of the year. It has been a long, tough year for some people.

Kerry left meeting – Principal Appraisal shared by Sarah Campbell and signed off.

## 6. Meeting Closure

Meeting closed at 6.00pm for Year 6 Leavers.

MINUTES READ AND CONFIRMED

Chairperson.....

Date.....