

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees Meeting held on
Monday 19 September 2016
at 7.00p.m.
at Titahi Bay School

1. ADMINISTRATION

1.1 Present:

Kerry Delaney (Principal), Sarah Campbell, Lynn Lang (Secretary), Gaby Wesley, Ria Tomoana, Lynette Renouf, Sharon Thompson

Ria took karakia

1.2 Apologies

Scott Hemsley

1.3 Declaration of interests

Nil

1.4 Welcomes

Sarah welcomed everyone to the meeting.

2. STRATEGIC DECISIONS:

2.1 Property

Cooking Room:

Kitchen will cost around \$11,500. We have received \$5,000 from Mana grants and a \$5,000 donation from a school family. Scott will order kitchen tomorrow. The kitchen is a flat pack and Scott will send a note out to parents to help us put this together in the holidays. We will ask a group of builders to put the kitchen in for us. A big thank you to Scott for taking control of this. Roller shutter doors are in.

Kerry moved a motion that the BOT pay whatever extra is required for the kitchen. Seconded Sarah

2.2 Rooms 12/13 refurbishment

Kerry has sent the Procurement plan to the MOE, Tenders are on the GET site and tenders are coming in. When the 28 days are up the tenders will be shared with the BOT and we will sit and make some decisions on costings.

2.3 Playcentre

A Work-safe plan to remove asbestos is to be carried out in the holidays. It is a low risk situation. The work will start on Monday 26 September and completion should be done by end of that week. Scott has been the liaison person between the Playcentre Association and school.

2.4 Staffing/ Operational Grant

Kerry advised that we have been allocated an additional \$58,000 in our operational grant and this will be allocated to target teaching programmes - Kerry will share the budget with Gaby and then bring it to the next BOT meeting.

Staffing – provisional not confirmed. Two teachers extra. Staffing really healthy based on Ministry's projection of our 2017 roll.

2.5 Springboard Trust decision for 2017

Kerry talked the BOT through this explaining that it is a business model set up in Auckland where business people want to give back to education. It seems like the Western cluster may be able to join this. Kerry submitted a formal proposal which has been accepted in principle by the trust and a mentor provisionally allocated to her. BOT asked Kerry to invite Springboard Trust Rep to a meeting.

Sarah moved that the staff delegations be passed – seconded Ria

3. STRATEGIC DISCUSSIONS:

3.1 TBI night

Kerry thanked everyone for going. It has reinforced that there are other people out there who want good things for our schools.

Our school will host the next get together, this to include staff Reps and Principals.

Lynn and Kerry to get each Western Cluster BOT Chairperson's email address and forward to Sarah so she can advise them of the date, Monday 10 October from 6pm – 7pm. There will be food, and our Board to come up with posing questions and send these through to Sarah. BOTs to be invited are:

- *Bishop Viard,
- *Mahinawa
- *Seventh Day Adventist
- *Ngati Toa,
- *TBI
- *TB North
- *St Pius X,
- *Mana College,
- * Porirua School

3.2 COL Night

*Enjoyed mixing with other people from a variety of schools.

* Iwi's have to ask to be on Governing body which Kerry found to be silly, it seems they should be there.

*Chris Wells semi leading this from MOE.

*External people should be able to come in and lead.

It will be interesting to see where we go with this.

3.3 Cultural Night

Wednesday 7 December.

Staging will be outside, band will be playing when people arrive, hangi on site, Pasifika food on site, trestle tables. Children will get on stage and perform along with a couple of bands.

Board to think about things we need to ask and send through to Sarah, for example *What is the next big thing for us to plan for at school? – Ria suggested we get our tamariki on digital going around to whanau asking questions.

3.4 KURA in the board room

The Board agreed on the following statement around how we show KURA values as a Board.

KURA in the Boardroom

K Stay true to our opinions and differing perspectives yet act and respond with kindness and koha always.

U Debate the kaupapa but stand united as one and make informed decisions collectively. Keep board discussions confidential and present a united front.

R Consider and respect the differing perspectives around the table and engage in proper consultation with all stakeholders.

A Aspire to ensure effective curriculum delivery, aspire to be a supportive employer, and to work toward the Board's short and long term goals. Aspire on behalf of each child to achieve their goals to the fullest of their individual potential. Accept that ideas implemented by the board takes time.

Sarah moved that the Strategic Discussions be passed / seconded Gaby

4. MONITORING

4.1 July/August Finances.

Gaby talked to. All looking very good. A few bits and pieces re cooking room

Motion: The Board approves July/August accounts – seconded Sarah

4.2 Banked Staffing

Banked staffing at PP 11 is at \$11,493 in credit. We will need this for the extra teacher for NE in Term 4.

4.3 2017 Budget

We need to look at new furniture for Rooms 12/13 and Rooms 14/15 refurbishment. Kerry will have a C code of \$60,000 for this. The teachers will be sent out to look at a variety of modern learning environments (MLEs) and to speak to teachers working in MLEs..

6.ADMINISTRATION:

6.1 Confirmation of last minutes

On the motion of Sarah , seconded Ria, it was resolved that the minutes of the meeting held on Monday 15 August 2016 be taken as read and signed as a true and accurate record of that meeting.

6.2 CORRESPONDENCE – Principal’s report

Kerry talked to the main points in her Principal report.

Re 10 year financial property plan and maintenance plan.

Motion: Kerry will do this with Scott (BOT)

Moved Kerry, seconded Sarah

Motion: The Board ratifies the appointment of Nadia Collins to the permanent Scale A position for 2017.

Moved Kerry, seconded Sharon

Motion: The Board ratifies the changes to hours for Jacinta Hamer, Fiona Fitzgerald.

Moved Kerry, seconded Gaby

Lynn to thank Steve, on behalf of the Board, for all the work he has been doing around the school.

Sarah and Kerry will be in talks with MOE around enrolment and some changes to criteria and evidence we will need for our school. They will meet with Chris Wells in the holidays about this and Restorative Practice.

The drums for school are now here and will need to be blessed.

Motion: The Board approves the payment of \$2,600 to come out of reserves

Moved Kerry, seconded Gaby

We will have 3 teams next year instead of 4.

New Entrants (Koru)

Years 1-3 Rakau

Years 4-6 Ngahere

Sarah to email NZSTA training workshops to Board.

Comments of meeting:

- Good meeting. Thank you everyone. Lots of exciting stuff. So excited the kitchen and hall vision is so close.
- Yes it is exciting, it is getting nearer and nearer.
- Didn't realise how much we missed not being together in the hall. It is a good way to celebrate the community thing with food and dance.

- Excited about the TBI meeting. So good to have conversations. It was good to listen to what they were writing about on the board.
- Great meeting again. Thank you. Thank you to Kerry for keeping the engine going and keeping the spirit up at this time of the year. Lovely to feel the energy.
- I like the revised school curriculum. Don't know if all parents know and appreciate these. Thank you Sharon for the BOT KURA.

7.Meeting Closure

Meeting closed at 9.15p.m.

MINUTES READ AND CONFIRMED

Chairperson.....

Date.....