

BoT Minutes May 2nd 2019 6-8.30pm

1. Administration

1. Roll call Matt, Elaine, Ines, Eve, Kris, Jackie, Jo, Gary
Fay is present also, and is granted speaking rights re the Election.
2. Declaration of interests n/a
3. Confirmation of previous minutes
4. Correspondence in:
NZSTA Gazette 11 and 25th March
STA News x2
MOE letter re FTTE funding
Correspondence out:
Returning Officer Letter of Appointment to Fay
5. Meeting planning

2. Matters arising

1. Budget Review
2. Financial Update - see later in meeting
3. Review Meeting Policy & Procedure docs to ensure clarity (are the old documents still valid? Does the new document replace or add to the old?)
Jo will send link and all will review and work to approve online.
4. [Nag 3 Confidentiality](#) **deferred**

3. Policy & Procedure Review

1. [Nag 4 IT Admin](#) (Eve made simple change to make the sentence more understandable)
deferred.
2. [Nag 5 Animal Welfare](#) (added point 7)
Passed with changes, Jackie, Matt, Eve, Joanne, Ines, Eve.
3. [Nag 6 Road and Carpark Safety](#) (no change recommended)
Passed Jackie, Matt, Gary, Joanne, Ines, Eve.
4. [Nag 6 Attendance](#) (no change recommended)
Passed Eve, Matt, Gary, Joanne, Ines
5. [Nag 4 Community Plants](#) (no change recommended) -
Passed Jackie, Matt, Gary, Joanne, Ines, Eve.
6. [Nag 5 Playground Traffic Safety Procedure](#) (no changes recommended)
Passed, Matt, Gary, Joanne, Ines, Eve.

4. Discussions & Decisions

1. Decisions made since last meeting online Eve is requesting a sabbatical for term 1 next year to apply to participate in a program in America. It wouldn't be definite that she would be accepted but the application needs to be submitted by tomorrow evening.
Ines, Jackie, Elaine in favour. Jo, Gary in favour with the proviso that we have employed a suitable teacher before this time, and with gratitude towards Sue for agreeing to stay on for that term also. Though Eve was highly recommended she did not win this sabbatical and will not be going (see principal report).
2. BoT Elections
Fay speaks as returning officer. Student roll closes next week. Call for 4 parent reps - nominations open 10 May. Nominations close 24th May. Voting papers passed out from 29th May. Nomination papers will be available in the foyer. BOT needs to name what skills would be helpful to have on BOT and expectations of BOT. Eve will write draft of potential governance attributes to

- go on Fay's BOT elections display (will circulate among BOT before posting).
3. Playground Update
 1. Kris will chase up swing (current ETA 8th May)
 2. Shane is happy to make monkey-bars, but platform needs to go up first.
 3. Kris will get lots of help to put things up. Kris will let people know when help required after he knows dates.
 4. Update on Student Enrollment
 5. Update on Staff Hiring (defer to end of meeting in committee)

4. Monitoring
 1. Property maintenance
Fay speaks re carpet in Library.
Jackie requests that Proprietors buy blinds for Kitchen windows through P1 funding. Also to look at the possibility of P1 funds for use in the cloakroom for removable/not removable shelving.
 2. Financial Update
Tabled. Tracking financials. Query re Grounds expenses? tracking at 62%.
Eve remembers that there was a percentage for school portion of playground maintenance.
 3. Driveway register tabled - only one incident with a delivery driver driving through. Amazing! :-)
 4. Principal's report:
Enrollments all good
BOT Went into committee 7.50pm - 8.10pm
Discussion about reporting - Principal asks what the BOT want to see. After discussion, BOT asks for simplified assessment data on student achievement against NZC on reading, writing and maths. This will assist in decision making around any further assistance required, and see how children's overall learning is tracking.
Elaine talks about wellness assessment from CORS. Elaine will send link.
Hauora also an important part of assessment. Eve is interested in way of assessing this.
 5. Proprietors report:
Patricia and Gerard no longer selling. Rental arrangement in process with Eve.
Elaine will show research tool for teachers that includes footage of Timatanga. Aria shot beautiful footage.

5. Meeting Closure
 1. Identify agenda items for next meeting
 1. Playground update
 2. Staffing
 3. Driveway
 4. Elections
 5. Whanau participation
 6. Proprietors report
 7. Assessment data
 8. [Nag 3 Confidentiality](#)
 9. [Nag 4 IT Admin](#)
 2. Confirm date for next meeting : 30th May
 3. Comments on meeting procedures and outcomes



