

BoT Minutes - December 19th 2019 @ 6pm - 9pm

1. Administration

1. Roll call

1. Present: Matt, Jo, Barbara, Jackie (left meeting @ 7.48), Robert, Elaine, Eve, Gary (arrived 7pm)

2. Correspondence in: NZSTA news gazette

3. Matters Arising

1. Proprietors table the fees for 2020.

2. As this was not done before the last parent meeting of the year (16 December) parents and BoT reps did not meet as planned on that date to discuss proposed fees and donations with parents. Therefore we have no final agreement to ratify here today.

3. BoT to advise Parents of our donation request for 2020 following this meeting. (see 2.4)

2. Discussions

1. Compliance

2. Financial report for November 2019 tabled and reviewed.

3. Evaluation

Evaluation Sheet tabled.

Student Achievement Data Tabled. Discussed. Reporting Student Achievement form discussed (cannot be changed to year groups due to numbers and privacy, as was suggested earlier in the year). BOT discussed data not giving ethnicity or gender and instead giving junior and senior school next year.

Robert suggests perhaps all showing an arc of learning? What is important to us? e.g. Love of learning & Who is enjoying coming to school?

Students could capture their own sense of satisfaction using child outcome rating scale like the program "Jade speaks up" uses. The student's own evaluation could be presented to BOT.

BOT evaluated in a circle.

4. Budget - Proposed budget tabled by Jackie and Eve for discussion.

Budget will need to be passed in January.

Money for hiring of Te Reo Maori Teacher (as per our proposed charter targets) is predicted to be \$10,000. Real money also needs to be put into staff development (Shaun).

Eve to liaise with Caretaker re what her actual hours are - we anticipate needing to increase our current funding for this, also need to buy woodwork storage, music room, outdoor classroom/playground.

Soccer goals and playground are covered in this proposed budget from the 2019 surplus.

Draft budget submitted and discussed.

Two options discussed re 2020 Parent donations; either asking for \$300 per child and not allocating funds for teacher release when Eve off for 2 weeks (rewriting curriculum - Jackie would cover), or asking \$400 pr child and allocating money to go towards a targeted activity over this time e.g. John Lawry. Either way it is a significant decrease in request from 2019.

Eve will write to Parents to gauge preference.

Eve to clarify also that this is a donation and that parents are not required to pay this, but that they are requested to give an indication of what they intend to donate to allow for planning for 2020.

At the same time Eve will advise parents of the 4 charter targets BOT agreed on last meeting - and where this feeds into the proposed budget for 2020.

5. Surplus 2019: Jackie advises that there is approx \$58,000 sitting in bank. Approx \$10,000 is tagged for playground/outdoor classroom, but we will need to maintain some monies for contingency e.g. if roll dips below 26. (Paying a second teacher ourselves would be very expensive.)

School requires a music room. It is suggested that the money fundraised by Parents from the School Festival should go towards the music Room. \$1027.10 was raised at the 2019 festival - \$724.20 of this was from the Parents stalls. School would top up this with \$500 from school 2019 budget surplus.

6. Donation & Attendance Dues: Proprietors found that the school was seriously undervalued, and due to increased insurance premiums it looks to bring the amount per child for the fees to \$200. BOT awaits the formal letter from the Proprietors.

7. Board FTTE Calculation: Reviewed.

8. School Fair report: Great event. More sustainable workload this year. \$1027.10 was raised altogether (by children and parents). Money raised by our Kids (\$302.90) to go towards another humdinger, as per their wishes. Amount fundraised by Parents could go towards Music Room? (see 2.5)

Meeting Closure

Matt will circulate dates for BOT meetings to confirm for next year. There is preference for meeting dates to be later in the month, & not early on in the week (for financial monitoring)