

MINUTES OF THE ALFREDTON SCHOOL BOARD OF TRUSTEES

HELD 6.30pm 9th of FEBUARY AT ALFREDTON SCHOOL

Present: Russell Smith, Scott Kennedy, Robert Thorneycroft, Marama Papworth, Neal Hull, Anita Phillips

Apologies: None

Leave of Absence: None

NOMINATION OF CHAIRPERSON

Robert nominated Russell as chairperson. Russell accepted nomination. No further nominations for Chairperson. All in agreement.

MOTION: That Russell Smith is the Chairperson of the Alfredton School Board of Trustees.

Robert / Neal Carried

MINUTES OF THE PREVIOUS MEETING:

MOTION: That the minutes of the previous meeting held 14th of December are accepted as read

MOTION: That the minutes accepted as read are a true and accurate record

Russell / Marama Carried

MATTER ARISING FROM PREVIOUS MINUTES

- Bus signage – all agreed on the concept of Alfredton School around the acorns in the centre. Anita has approval to have the signs made up if they come in under \$1,000 for the signage for 4 buses. Princes higher than this must be put before the Board at the next meeting.

CORRESPONDENCE

20 th of January	Darroch	Rental figures for the School house.
17 th of December	MoE	Health and Safety Information
28 th of January	NZSTA	STA News
28 th of January	MoE	Ka Hikitia Book

STRATEGIC MATTERS

Charter

The Charter was reviewed in its final form and passed for approval. Russell pointed out that a lot of work by the Board and Principal had gone into this document right back to when we did the Self Review against ERO's new reviews late last year, through the strategic planning meetings and final preparation.

It was identified that the annual plan was the element the Board needed to keep track on over the course of the year and all agreed it would be important to review this prior to meetings to keep on track. Anita identified much of the reporting was in the termly Initiatives report and this could be used as a starting point for more in depth discussion.

The Board would also like to see some of the teachers doing a bit of direct reporting to the board. After a level of discussion it was decided that this would be in the form of a presentation by teachers about the various initiatives they are doing to help meet the Board targets over the course of the year. This reporting would complement the Principal's report and allow the Board further insight into the best means of supporting staff. Anita and Russ are to prepare a timetable and discuss with staff prior to the next Board meeting. It was also identified by the Board that there needs to be more reporting around appraisal practices throughout the school so the Board have more assurances this is being done effectively.

MOTION: The Charter is accepted for the 2016 year by the Board of Trustees

Russell / Robert

NAG2A Report

This report was discussed in depth. All members identified the disappointing disparity between NZ European and Maori students. Board members were pleased to note that the teachers had identified a number of strategies to continue to improve school wide and noted that there were a number of initiatives we have found successful still evident in the planning.

Anita discussed in detail the way staff analysed past data and initiatives to compare what had worked well in the past and what we should be continuing to utilise into the future.

MOTION: The NAG2 reports are accepted by the Board of Trustees for 2015.

Russell / Scott

Work Plan

The workplan was discussed, all members are happy with timeframes and will use this to support preparation for meetings.

MOTION: The work plan is accepted by the Board of Trustees for 2016

Marama / Neal

FINANCE

Vehicle Replacement

The Board of Trustees have accepted the write off the oldest Toyota Hiace – it received a trade in of \$30,000 against the new bus we have just purchased.

MOTION: The oldest bus is to be removed from the asset register and the \$30,000 trade in value noted in financial records.

Neal / Marama

2015/2016 Payments

No payments have been processed so far into 2016.

MOTION: All payments for December 2015 were ratified by the Board of Trustees.

Anita / Marama

HEALTH & SAFETY

Drinking Water

The water is now treated and clean. It is important that we now act on the outside drinking fountains and ensure these are working correctly. Anita to organise their repair.

Russ raised the issue around the water to the domain. Neal has permission from Jody to put non-return valves in towards the domain. Russ is aware that the pipes in the school need to be on so the domain continue to get water. Neal has spoken to Jody to sort the water. Neal is putting a non return valve back on the pipes so the water can't all drain out if there are issues at the Domain.

Make sure we let Hamish or Jody know if we have had to turn off the tank.

School House

Anita purchasing a walky talkie to ensure Charlotte is hearing the warning bells – particularly with fire. This is to be trailed before the next board meeting and a report back in the next Principals report.

PROPERTY

Fencing is OK Just need to organise one last working bee to get the last pieces finished. Scott will get hold of Val when we are ready – in about a month to two months.

The court area looks fantastic – the Board are happy with the job as long as the two minor areas of damage are rectified. Anita reported that this has already started with Downers.

Pre-fab. MoE are now saying December. Board want to go to a brand new one at this stage with the capacity to get a 2nd hand one if needed.

Neal has researched the concrete. There is a surfacing we can do that will take the bright white away. It could also be ground. Decided to do the options and put something together for the next meeting to be discussed.

PRINCIPALS REPORT

No discussion.

MOTION: The principals report is read and accepted by the Board of Trustees

Scott / Russell

GENERAL BUSINESS

Community of Learning

Anita reported about the Pahiatua COL having agreed to a set of protocols around data sharing. Some initial hunches have been identified and the COL will be meeting again later in Term 1.

Election

Emma is off the board as she now an employee. Russ has talked to NZSTA and they have suggested not to run a by-election as we are within 6 months of a new election. Marama and Russ are both willing to restand in the next elections.

MOTION: The Board of Trustees are choosing the exercise their right to not replace Emma Mitchell on the Board as we are within 6 months of the next general election (in which her position becomes available).

Russell / Robert

Pool

Anita requested that the Board of trustees pay for the swimming coach if ASCA choose not to.

Neal / Marama

Meeting closed 9.30pm

Next Meeting: Tuesday the 15th of March at 6.30pm