

# MINUTES OF THE ALFREDTON SCHOOL BOARD OF TRUSTEES HELD 6.30pm 14th of MARCH AT ALFREDTON SCHOOL

**Present:**

Anita Phillips, Charlotte Lawrence, Robert Thorneycroft, Marama Papworth, Johanna McKenzie, Martin Evans, Russell Smith

**Apologies:** Nil

**Absent:** Nil

**MINUTES OF THE PREVIOUS MEETING:**

**MOTION:** That the minutes of the previous meeting held 21<sup>st</sup> February are accepted as read

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

Moved: Russell / Seconded: Robert

**MATTER ARISING FROM PREVIOUS MINUTES:**

- Gift has been given to Neal.
- Card to be sent to Sue, Russ will sign on behalf of BOT.
- Robert talked to Don McIntyre about the remedial work required to the grounds. Don is busy with contracting work at present and will not be able to do the work required until April. This really needs to be done before this and Robert has been in discussion with Corey from Interlink. If Corey can get a contractor from town to do this we will go with them, If not we will need to wait for Don.
- Water monitor system - Robert thinks the manual monitor system will work. An electronic one will be priced at over \$1000.


**Quotes**

- **Schoolhouse:** Carpet \$9700 From Pahiatua, \$6044 from Carpet Court, Masterton. Unanimous vote - Anita will proceed with purchasing carpet from Carpet Court.
- **Fence** will cost \$300 for the laser light, can be done by caretaker.
- **Key:** Costing from King and Henry for changing locks to one key is \$550. Unanimous vote to go ahead with this
- Marae visit. This went well, the facilities are exceptional and children are very keen to stay overnight. The have staff reflected on things to improve/change for next time
- Ski trip has been costed at \$280/child /day. 28 seniors would total to just under \$8000. Anita gave comparisons to previous school camps which were all less than this for a weeks. Anita will pass these costings on to ASCA
- Leaving fruit trees where they are at this stage. Anita will go back to Horizons
- School opening went well.
- Russ getting acid for concrete
- Smoke alarms installed
- As the deck is meeting compliance we will just wait to see how this goes in the wind.
- Letter has been sent to AWDT

Moved: Marama/Seconded: Martin

**CORRESPONDENCE:**

**INWARDS**

Alfredton School Board of Trustees		
Correspondence		
<b>Board of Trustees Meeting March 2017</b>		
Date Received	From	Content
27/2/17	MOE	Education Gazette Vol 96 Number 3
27/2/17	NZEI	Notice of Paid Union Meetings- Support Staff CA
6/3/17	FMG	Fire Service Levy Declaration ****
13/03/17	NZSTA	STA News Issue 270
13/03/17	MOE	Tukutuku Korero Vol 96 Number 4
13/03/17	School Support	Draft Annual Financial Statements

## **ADDITIONAL**

The Board of Trustees have received the draft 2016 Annual Financial Statements. Statement of responsibility was signed by Anita and Russ

\*\*\*\*Russ will ring FMG re Fire Levy Declaration

## **STRATEGIC MATTERS:**

### **NAG2 POLICY REVIEW**

See Principals Report

Additional changes as follow;

- Update dates to 2017/18 on the summary
- Point 2 will be removed.
- Point 6 will be amended to "Board minutes and agenda will be available by request and should be discussed with a board member. They are not to be removed from the school. Board Minutes will be available on our school website.

**MOTION:** All amendments and changes are approved by the Board. Moved: Russell / Seconded: Robert

## **FINANCE REPORT**

Marama hasn't had a chance to meet with Anita in the last month but had a few queries in regards to the latest report from School Support

- Bus Registration - Annual costs which result in high coding percentage early in the year
- The cost of Fire Alarm system.
- A query regarding payment to R & J King. This resulted from an overpayment of their stationery invoice
- 

**MOTION:** All payments for January and February 2017 were ratified by the Board

Moved: Anita / Seconded: Marama

## **HEALTH & SAFETY REPORT**

Refer to Principals report

No incidents to report

## **PROPERTY REPORT**

### **CARETAKER POSITION UPDATE**

2 applications received for the position, although one was after the deadline date. Anita is meeting with the first applicant on Thursday and expects to appoint. The job offer will be conditional on referees and police vet.

### **DOMAIN UPDATE**

The Domain Board would like the continuation of the caretaker doing their mowing. Anita will get new caretaker to contact Hamish Monk (Domain Chair) regarding this.

Anita to get manual for lawnmower and information will be included in the induction.

Russell talked to Hamish about the water set up. Hamish will take the option of 20% contribution to the Pleckville scheme to the next Domain Board meeting. Russell may attend a future Domain meeting if required. If the Domain do agree to the 20% contribution we will need to ensure water supply is not disrupted, and someone will need to contact Hamish and Jody if the necessity arises to turn the water off.

## **PRINCIPALS REPORT**

Anita presented her report.

Anita asked the Board if they wanted to continue with the Start of Year Data, and what they want to do with this information. This is reported on at the end of the year and SOY is done only 4 weeks into the term. The Board agreed to future reporting being done Mid-year and End of Year.

Russell queried whether we were doing ALIM this year. Staff will be incorporating the principles of this into teaching and feedback will be passed onto Ginny in regards to student successes.

The Focus Students Programme is continuing but will only work with the parents 'buy-in'.  
The staff are hoping to get more of this information about this out to parent through Parent Teacher interviews next week.

One staff member has gone on sick leave until the end of term.

Charlotte will report to ASCA on the outcome of the solar heating of the pool. Schools in town have only managed 2 or 3 swimming days and we appreciate that we have had a good swimming season regardless of the weather so far. With the poor summer season our students have still managed to swim and produce some great results at Bush. Thank you to ASCA into newsletter and also for the continuation of funding Liz to provide swimming lessons.

**MOTION:**

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

Moved: Anita / Seconded: Martin

**GENERAL BUSINESS**

**COMMUNITY OF LEARNING UPDATE**

No meeting has been held.

Russell talked to the local MP (at the classroom opening) regarding the Community of Learning. Spoke about concerns re bulk funding, removal of charter, loss of boards.

**RURAL PRINCIPALS CONFERENCE**

Anita is unable to attend this year

Russell needs to talk to Nadia, Anita appraiser. Anita meets with her in April.

Results from the recent survey that was done by Nadia have been collated and Russ gave feedback to the Board on this.

Good results received from this. Well done and Thank you from the BOT to Anita on the great results.

Anita has joined a group of Principals for professional learning, run through EdLead This will be Anita's main source of professional learning development this year.-

A discussion was held on the new classroom and how it was all working. Only issue seems to be the warmth of the room in the heat.

Lockers are very loved by the children.

Johanna queried in regards to the Genesis money which was received a few years ago and also about the scholarships that were offered from Genesis. Some of the funds received have been used for the new concrete and some for pool repairs. The balance is held in the Assets reserve.

Charlotte has booked The Kahurangi Theatre to come to school.

Also a trip is in the pipeline to Carterton to the Paper Shaper Children's Theatre.

Ginny is attempting to get the Masterton Amateur orchestra to visit.

ASCA will be fundraising for a new playground. The BOT need to make decision as to how this will be run, possible a sub-committee with all interested parties represented

**Next Meeting:** Tuesday, 11<sup>th</sup> April 2017 at 6:30pm

Meeting closed at 8.00pm

<b>ACTION TABLE</b>	
<b>Action</b>	<b>By Whom</b>
Order Carpet from Carpet Court Masterton	Anita
Organise Key changeover – King and Henry	Anita
New caretaker to contact Hamish re Domain mowing	Anita
Thank ASCA in newsletter	Anita
Discuss Ski trip costings at next ASCA meeting	Charlotte