

MINUTES OF THE ALFREDTON SCHOOL BOARD OF TRUSTEES

HELD 6.30pm 15th of MARCH AT ALFREDTON SCHOOL

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

Apologies: None

Leave of Absence: None

MINUTES OF THE PREVIOUS MEETING:

MOTION: That the minutes of the previous meeting held 9th of February 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 – this is complete and on the buses. They are a little small but as they are just magnetic we could not seal them over the area of the doors that curve inwards.
- The fencing will be done in the down season for farming
- There are some issues with the UV filtration – Anita & Val are working with Watermart on this
- Board minute secretary. We need someone to start taking minutes, especially now that Emma is no long on the Board. Some suggestions were made. Russ and Marama to discuss with Glynn if she would be keen first.

CORRESPONDENCE

INWARDS

10th of March Education Gazette

10th of March Draft Financial Statements

12th of March NZSTA – Returning Officer Information

STRATEGIC MATTERS

Elections

The Board discussed the upcoming elections. Members indicated if they were intending on restanding. Russ will be sending information to Val to put in the newsletter as it comes to hand and be available to talk to people who are interested in standing for the Board.

We discussed the returning officer.

MOTION: Valerie Harvey to be appointed as the returning office – with standard rates of payment as outlined in NZSTA handbook.

Russell / Robert

Initial Data Report

The Board discussed the report in depth and acknowledged the outcomes and plans made by teachers. The Board have also seen the Raising Achievement Plan for the school and are in full support of this initiative.

It was discussed that the Board would like some face to face time with the teachers as we do not have teacher representation on the Board of trustees at this time. The teachers will be invited to the Board meeting on the 17th of May at 6.00pm to have an informal discussion with Board members and will also share their appraisal presentations about personal interest inquiries at the end of the year in December.

MOTION: The Initial Data report is accepted by the Board of Trustees.

Russell / Scott

ERO Review

Russell presented information from the ERO meeting Anita & Russ attended. This was a positive presentation and outlined what was expected of the Board under the review process. The review has been confirmed for the 7th of June. Russ has asked members to be prepared to come down if required and stated he will be available for the 2 days.

NAG1

The policies were briefly discussed. All Board members to read policies before next meeting.

FINANCE

Draft Financial Statements

We have received these from School Support.

MOTION: The Board of Trustees have read and accepted the Draft Financial Statements supplied by School Support.

Marama/Anita

February Payments

MOTION: All payments for February 2016 were ratified by the Board of Trustees.

Anita / Marama

HEALTH & SAFETY

People Safe

Anita discussed the purpose of People Safe – an ongoing record of all Health and Safety. We will also get support from the organisation with information and helping us to develop any safety plans. Cost will be \$50 per month. Other schools from Manawatu are signing up to the service under a school hub as well.

All in favour of using People Safe.

School Cleaning

The new legislation means we have dual responsibility with ASCA for the Health and Safety of all cleaners. Anita is presenting this information to ASCA next week at a meeting. All cleaners will need induction and ongoing training under the new laws. This could be completed through People Safe.

It is Anita's understanding that ASCA are also intending on voting as to whether they want to continue cleaning. Anita has agreed with ASCA Chairperson that the contract can be terminated at the end of Term 1.

Wormald

Wormald have completed their check of the school. There were a few things repaired immediately and some other items that need action soon. A separate report is attached.

MOTION All actions identified in the Wormald report to be completed in appropriate time

Neal / Russ

PROPERTY

School paddocks have been mowed now.

Nothing else to report

PRINCIPALS REPORT

No discussion.

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

Marama / Scott

GENERAL BUSINESS

Community of Learning

We are about to receive the first section of \$1,000 start up funding for the school. This is to be spent on COL costs.

The first meeting to begin discussing data is in a couple of weeks and a more detailed report can be given at this stage.

Leavers

Val to contact parents to put a piece in for the last newsletter of the term from each of our 3 leavers from last year. Small piece to be about 100 words long.

Meeting closed 9.30pm

Next Meeting: Tuesday the 12th of April at 6.30pm