

MINUTES OF THE ALFREDTON SCHOOL BOARD OF TRUSTEES

HELD 6.30pm 12th of APRIL AT ALFREDTON SCHOOL

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

Apologies: Scott Kennedy

Leave of Absence: None

MINUTES OF THE PREVIOUS MEETING:

MOTION: That the minutes of the previous meeting held 15th of March 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

- The Board have decided to use Valerie Harvey as minute secretary. She will be paid on a timesheet basis with her current pay rates.
- Elections were discussed – Russell will be promoting these through the newsletter as required. We have been notified of 1 community member who is intending on standing which is positive.
- We discussed the school paddocks – what we are intending on doing with these. A few suggestions were made. We will discuss ideas with local community members before the Board make any decisions.

CORRESPONDENCE

INWARDS

Attached

STRATEGIC MATTERS

NAG 1

The Board discussed the NAG 1 policy. We have 1 policy but it contains the requirements of the Board and allows staff to use their expertise in curriculum delivery.

Religious Education was raised – questioned why we don't offer it. It was discussed that we have not had anyone offer and that the school must be officially closed with that time made up if the

Board do offer RE. We also talked about how the teachers can do teaching units around cultures and different religious practices to raise awareness without offering RE.

MOTION: The NAG 1 Curriculum Policy is accepted by the Board of Trustees for 2016 – to be reviewed in 2018.

Russell / Robert

English Curriculum Review

The results of the review were discussed. We talked about how the school is doing quite well in English. The decrease in Maori students achieving below the National Standards in writing was discussed.

The Board were pleased with the results and would like to acknowledge the hard work of staff in this key curriculum area.

The Board will receive the curriculum documentation at the May meeting.

MOTION: The English Curriculum Review is accepted by the Board of Trustees

Neal / Marama

INITIATIVES REPORT

The Board spent some time reviewing this document. Key points to note from the discussion;

- We are already seeing accelerated movement through the Target Students Achievement Plan
- Substantial progress has been made with property developments
- It is pleasing to see the work on reviews and this should continue
- Queries raised around progress with 21st century learning and how staff were feeling about this. Anita discussed how staff are using teaching techniques such as group learning, collaborative environments, offering choice, work areas and e-learning as applicable to create the core elements of a 21st century learning environment. Anita talked about the importance of a responsive curriculum and meeting the needs of the students.

Overall the Board have acknowledged the many positive initiatives that have been occurring already.

FINANCE

Audit Progress

The Audit has been going well. Anita & Val have had a lot of requests for information but feedback from the auditor so far has been positive and few issues have been raised.

March Payments

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

Russell / Marama

HEALTH & SAFETY

People Safe

Anita has reported this is going well. The system records events and risk management effectively.

Incident onsite

A recent injury has raised an issue that the Board need to address:

1. Weekly recorded site inspections should occur – the current system may leave certain elements too long before they are checked.

Anita and Neal have discussed developing a simple checklist of high risk and important elements to inspect. Anita will check the site on a Friday afternoon, Neal will countercheck over the weekend and any urgent issues can be addressed over the weekend when no students are onsite.

PROPERTY

The solar panels are working well and have been greatly appreciated and received by the staff and students. Thank-you to ASCA for the donations to allow this work to happen. The Board would also like to acknowledge the contribution of Taylors Pool Service – over \$7000 received in a donation to support this school with the total solar heating cost.

PRINCIPALS REPORT

The report was read by the Board.

The Board acknowledge the hard work of Virginia in the recent Swimming Carnival Day.

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

Marama / Russell

GENERAL BUSINESS

Community of Learning

The achievement aims have been discussed and at this point need to go to the Ministry of Education for approval so that the work behind the achievement can begin.

ERO

Anita presented the pre-review information that has been completed to date. It is a comprehensive document with a lot of information. Anita would like to ensure we capture the essence of the school and has asked Board and staff to contribute to the stories of success section. All members to send suggestions to Anita via email and the final document viewed in May before being sent to ERO.

The work behind the document was acknowledged. Russell suggested getting some student voice included as well.

Meeting closed 8.45pm

Next Meeting: Tuesday the 17th of May at 6.00pm (Staff talk at 6.00 – 6.30pm)

ACTION TABLE	
Action	By Whom
Offer Valerie position of Board Secretary	Anita
Work with Valerie as returning officer to ensure information is getting out around elections	Russell
Discuss options around paddock with local farmers	Neal
Develop weekly onsite inspection table	Anita/Neal
Read ERO pre review and send ideas / stories to Anita	All members
Thank staff on behalf of the Board	Anita