

# MINUTES OF THE ALFREDTON SCHOOL BOARD OF TRUSTEES HELD 6.00pm 5<sup>th</sup> of DECEMBER 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 25<sup>th</sup> of October and 8<sup>th</sup> November are accepted as read

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

Moved: Robert/ Seconded: Marama

## **MATTER ARISING FROM PREVIOUS MINUTES:**

- Tony has been thanked, via newsletter and in person
- Smoke alarms are still not installed
- The Moon room camp went very well

## **CORRESPONDENCE:**

### **INWARDS**

## **STRATEGIC MATTERS:**

### **ANALYSIS OF VARIANCE**

Refer to the Analysis of Variance report, which Anita read through for the benefit of all members.

Some points from this

- A brief discussion was held on the house groups and how to continue /improve on the format in place. The staff is aware that there is a need to try and get more 'buy in' and keep the progress going.
- Student council working very well this year, increasing confidence throughout the year.
- A strategic meeting is to be held next year regarding social media, information distribution to parents etc. Discussion to include reasons for why it would be needed/wanted.

### **CHARTER**

The Charter was presented to the BOT with the updated changes from the November meeting.

The schoolhouse will need to be looked at in the near future, before the possibility of renting this out. Carpeting and painting would be required. No immediate chance of staff requiring this.

Interschool interaction to be considered more.

Funding has been budgeted to Targets to ensure the fund are earmarked to ensure targets have the financial backing.

The BOT feel all these reports flow together as one document and reinforces the information.

**MOTION:** The Board of Trustees accepts the charter and agrees this will stand as our 2017 Charter. The Principal has authorisation to send to the Ministry of Education

Passed unanimously by all members

### **2017 BUDGET**

The budget for 2017 was prepared by Anita and Marama and presented to the Board.

A query as to the drop in the Government Grants, this reflects the change in Decile funding, ALIM funding no longer included, drop in student numbers, including less Year 7 and 8 students.

Discussion regarding fundraising and the involvement of ASCA into the future

**MOTION:**

*The budget is accepted by the Board with:*

*Income of \$184,021.00*

*Expenditure Learning Resources of \$53,806*

*Expenditure Administration of \$41,717*

*Expenditure Property of \$44,938*

*Expenditure Local funds costs of \$2,300*

*Annual depreciation will be set by School Support based on Asset Movement*

*Capital Expenditure of \$73,300 – and an expected trade in value on one vehicle of \$32,000*

*The Principal has been delegated authority to spend from the 1<sup>st</sup> of January 2017 within these above figures.*

Moved: Russ      Seconded: Marama

**NAG2A REPORTS**

Anita stepped everyone through this report

Only students who have had 40 weeks of schooling are included in this report.

NAG2AB Report was also explained to everyone by Anita.

After reading this report, Russell emailed Anita to congratulate all staff on the progress. He was impressed with the results, all off the staff own backs and the innovation used by staff.

**BOARD 2017 WORK PLAN**

Anita presented the work plan, with information taken the charter. This provides a checklist for each meeting, with dates for next years meetings included.

**FINANCE REPORT**

**October/November Payments**

**MOTION:** The Board ratify the payments made in October and November 2016 and accept the financial reports as a true and accurate record.

Moved: Anita / Seconded: Marama

**HEALTH & SAFETY REPORT**

Refer to Principals report and Health and Safety Report

**PROPERTY REPORT**

Refer to Principals report.

Prefab building will now be delivered on the 13<sup>th</sup> December

Letter from MOE agreeing in principle for school land grazing...as per the letter

Native planting area is looking good. Sue and Tony will maintain over the holidays

The pool will not be ready to use until Taylors Pool Services have been out to repair the solar panel pump.

**PRINCIPALS REPORT**

Anita presented her report.

**MOTION:**

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

Moved: Anita / Seconded: Russell

**GENERAL BUSINESS**

A run through on the prize giving evening, individual BOT members will be presenting 5 awards along with individual teachers.

