

Minutes of the Matipo School Board of Trustees Meeting

Monday 20 November 2017 at 7.30 PM

PRESENT: Vanna Blucher (Chair), David Windler, Natalie Kennerley, Nathan Rarere, Paul Wright, Rebecca Lamb (Minutes), Vanessa Preston

APOLOGIES: None

ATTENDED FOR	Items 1-7	Deborah Shaw
VARIOUS ITEMS:	Items 1-4	Sian Foley

1.1 Minutes of meeting 23 October 2017

Motion: That the minutes of the meeting held on 23 October 2017 be accepted as a true and accurate record.

V. Blucher / V. Preston Carried: Unanimously

1.2 Matters arising from the minutes

There were no matters arising from the minutes.

2. Correspondence

The Board reviewed the correspondence long and noted that an acknowledgement of long service could be applied for from NZSTA for long serving Board members.

Motion: That the Board accept the resignation of Faga Siaki and acknowledge his long service to Matipo.

R. Lamb / N. Rarere Carried: Unanimously

3. Conflicts of interest

No conflicts of interest were declared.

4. Principal's report

Paul presented his report and updated the Board on the status of recruitment for various roles and the planned communication of the school structure and classes for 2018. He noted his intention to create a cycle of matters for Board attention on an annual basis. More information will be provided to the Board at an upcoming meeting about International Student fees and PLD to support teachers to undertake papers.

The Board moved into public-excluded proceedings from 7.50pm to 8.30pm to discuss staffing structure. Deborah Shaw remained in attendance. Sian Foley remained in attendance until 8.05pm.

Motion: That the Board accept the principal's report and staff report as tabled.

P. Wright / V. Blucher Carried: Unanimously

5. Board Chair

Motion: That the Board accept the Board Chair report as tabled and thank Vanna for her leadership.

R. Lamb / N. Rarere Carried: Unanimously

6. Finance

Paul advised the Board that he was taking a cautious approach to spending due to there being no 'dashboard' in place and had closed the budget to spending for the remainder of the year. The Board discussed the budget worksheet which will be used to set funding in the new year, and some of the priority spending areas such as PLD for teachers and Board, separate IT budgets for administration and learning, a kiln, and a silent fund for children in need.

Motion: That we accept the Finance report with working capital of \$465,684.

P. Wright / D. Windler Carried: Unanimously

7. Friends of Matipo

The Board requested that we notify the community that the Amazing Race is being postponed.

Motion: That the Board accept the Friends of Matipo report as tabled.

N. Kennerley / N. Rarere Carried: Unanimously

Deborah Shaw left at 8.54pm

8. NZSTA training

Rebecca gave a brief verbal update from her recent training on student achievement.

9. In committee business

The Board moved into public-excluded proceedings from 9.32pm to 10.33pm to discuss communication from C Mullord and an audit update.

There being no other business the meeting closed at 10.33PM.

The next meeting will be held on 18 December 2017

Chair

Matipo School Board of Trustees – Outstanding Actions Register as at 20 November 2017

Items marked as CLOSED will be removed from the register next meeting. Shaded items are due at or before the next meeting.

No	Re-sponsi-bility	Reference/Business Matter	Comments/Action Required	Target Date	
17/001	Paul Wright	23 October	Office admin and site manager	Convene meeting with David, Natalie, Nathan, Vanessa and Rebecca to discuss design and recruitment	CLOSED
17/002	All	23 October	One Day Schools	Develop a policy on one day schools to apply from Term 1 2018	30 January 2018
17/003	All	23 October	International student fees	Set the international student fees for 2018	20 November 19 February 2018
17/004	Paul Wright	20 November	Correspondence	Check that all correspondence directed to the principal has been answered	18 December
17/005	Paul Wright	20 November	Teacher PLD	Bring proposal to support teachers to undertake papers to the Board	19 February 2018
17/006	Natalie Kennerley	20 November	FOM Amazing Race	Notify community that this is postponed	25 November