

Minutes of the Matipo School Board of Trustees Meeting

Monday 23 October 2017 at 7.00 PM

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

APOLOGIES: None

1.1 Minutes of meeting 25 August 2017 and 18 September 2017

Motion: That the minutes of the meetings held on 25 August 2017 and 18 September 2017 be accepted.

N. Rarere / F. Siaki Carried: Unanimously

1.2 Matters arising from the minutes

There were no matters arising from the minutes.

2. Principal's report

Paul presented his report and the Board discussed planning timeframes and IT strategy. The Board agreed that Paul can manage leave requests without pay of 5 days or less but requests for leave with pay or unpaid leave requests of more than 5 days will be referred to the Board.

The Board provided the following guidance on the proposed alcohol policy: that alcohol should be securely stored; and that children present under supervision by a parent or guardian don't need to physically leave the school and return.

Motion: That the Board accept the resignations of Cara Bainbridge, Kris Bainbridge, and Marc O'Grady.

P. Wright / V. Blucher Carried: Unanimously

Motion: That we sell the ute.

D. Windler / V. Blucher Carried: Unanimously

Motion: That the Principal should respect existing arrangements for one days schools until the end of 2017, but not support new requests for regular placements in a one day programme this year. One-off instances should be considered by the principal on a case by case basis.

D. Windler / V. Preston Carried: Unanimously

Motion: That we adopt the proposed alcohol policy, modified with the changes discussed.

P. Wright / R. Lamb Carried: Unanimously

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

P. Wright / F. Siaki Carried: Unanimously

3. Staff report

The Board noted that Matipo will host the Pasifika Festival in 2018.

Motion: That the Board accept the staff report as tabled.

V. Blucher Carried: Unanimously

4. Board Chair

Motion: That the Board accept the Board Chair report as tabled.

D. Windler / F. Siaki Carried: Unanimously

5. Friends of Matipo

Natalie pointed out that the date for the Amazing Race had moved to 25 November. The Board discussed the role of a parents group such as FoM and noted that if this is formally constituted then it needs Board representation. Paul indicated his support for a parents group run by parents.

Motion: That the Board accept the Friends of Matipo report as tabled.
F. Siaki / V. Blucher Carried: Unanimously

6. Ballot

Motion: That we offer 15 out of zone places to siblings of current students, and do not conduct a ballot for the remaining place.

R. Lamb / V. Blucher Carried: Unanimously

7. 2018 start date

The Board discussed the options for the 2018 start date (including when to hold a teacher only day), taking into consideration the start dates of both Te Atatu Intermediate and Rutherford College. The Board noted that a start date of 31 January would give students three days to settle into school before the weekend, but would mean that the finish date would be on 14 December.

Motion: That Matipo School opens for instruction on Wednesday 31 January 2018, and holds a teacher only day on Monday 5 February 2018.

F. Siaki / V. Blucher Carried: Unanimously

8. Finance

The Board noted that the working capital includes funds committed to cyclical maintenance and lease.

Motion: That we accept the Finance report with working capital of \$439,641.

P. Wright / V. Blucher Carried: Unanimously

9. In committee business

The Board moved into public-excluded proceedings from 9.35pm to 10.27pm to discuss staffing, IT and property issues.

10. In committee business

The Board moved into public-excluded proceedings from 10.28pm to 10.38pm to discuss the performance of the principal. Paul Wright left the room for this discussion.

11. Other business

The Board discussed the fee for International students for 2018 and agreed to defer the topic to the next meeting.

There being no other business the meeting closed at 10.45PM.

The next meeting will be held on 20 November 2017

Chair

Matipo School Board of Trustees – Outstanding Actions Register as at 23 October 2017

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

No	Responsibility	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	3 November
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