

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON MONDAY 19 FEBRUARY 2014

PRESENT: Vanessa Hamm, Jason Benton, Matt Simeon, Theresa Rosborough, Carol Spooner (Minutes Secretary), Cherie Horne, Mel Katu, Craig Wilson, Michael Attwood, Brian Dillon, Blair Myles

1. Open Meeting, welcome. Time: 5.30pm	Led By
<p>Craig welcomed everybody to the meeting. Apologies: no apologies</p> <p>Election of Chairperson Meeting handed to Theresa Rosborough who called for nominations for the Board Chair. Michael Attwood nominated Craig Wilson. Attwood / Benton Carried. Craig accepted position for 2014.</p> <p>Resolved: that the Minutes of the Meeting held 4 December be confirmed as a true and correct record. Horne / Katu Carried</p> <p>Correspondence Jason spoke to the correspondence. Resolved: that the Inwards Correspondence for February 2014 is received and the Outward Correspondence is approved. Hamm / Dillon Carried</p> <p>Delegation of Authority Matt took direction from Wayne Gribble and spoke to his document. Some discussion Action required by Matt, Vanessa and Michael to align delegations with policy.</p> <p>Matt moved that Theresa be given speaking rights at board meetings. Simeon / Wilson Carried</p> <p>Principals Report Matt spoke to his report. Starting Roll numbers up – at 413 now. Positive correspondence from Ministry around roll growth funding for additional class room space.</p>	

Teacher Only day - Yolanda Soryl Spelling and Phonics
Matt requested board approval and moved that a Teacher Only day be held on 4 April. The Board agreed to this.

Simeon / Wilson Carried

Charter - Targets almost completed. Questions and discussion had around targets and attainment.

Numeracy a push in the school 2014.

Matt moved that the 2014 - 2016 Charter be adopted by the board.

Simeon / Dillon Carried

Financial Report:

Resolved: that the Cheques for December of \$134,033.00 and January \$57,598.00 be accepted.

Simeon / Myles Carried

Due to budget coding error budget gone from -\$710 to \$11290

Matt moved that altered budget be accepted by the Board.

Simeon / Wilson. Carried

Cash Flows

Maintenance budgeted funds - money kept aside by previous board around time of new classroom build.

Available cash \$67000

Blair spoke on 2013 Actuals and 2014 Budget.

Property

Building of classroom block. Matt spoke of Tectum Proposal and their fees and matter of obtaining 3 quotes.

Jason has priced build and proved Tectum to be competitive.

Matt moved that subject to quotes from QS the Board approve Tectum be appointed as Project Managers for new classroom build.

Simeon / Wilson Carried

Matt moved an amended motion that subject to QS confirmation that quoted rates are within market value.

Simeon / Wilson Carried

Project brief - Board members / sub committee have the necessary knowledge to prepare project brief for Property Manager.

2. Discussion Points

Pool upgrade – fiberglass \$28000, shade protection \$12000, solar heating \$22000.

Blair spoke re application for funding. His recommendations are NZCT, Lions, Pub Charity in that order.

Board moved that an application be made to NZCT for 50% of cost of school pool project

Simeon / Benton Carried

Board moved that an application be made to Lions for 50% of cost of school pool project

Simeon / Myles Carried

Fitness Trail - funding from 2013 PTA. Community involvement for building of trail. Tentative date for working bee Saturday 12 April. Board approve construction of fitness trail. Matt will oversee.

Zoning

Otumoetai Primary zoning overlaps Pillans zone. Not seen as a problem but gives parents a choice which they have now if living in the overlap. The board agree with the recommendations from Otumoetai Primary and will correspond this to them.

KLC Space - a short interlude for the board to do a walk through of KLC centre.

PTA meeting a success with a big turnout, lots of enthusiasm and expertise.

3. Members Reports

Brian spoke to his report

Maintenance contract. Painting done to complete KLC alterations and whole school frontage washed.

Their services very worthwhile.

Craig spoke of procedure for Principals appraisal.

He has contacted Wayne Gribble for advice on selection of an appraiser.

Matt has suggested Tony Burkin as a possible appraiser.

Craig to contact Tony and will keep board members advised of outcome.

General business

Brian brought up the point of board members reports. Are they required each meeting? He has a preference to read reports from a board perspective. Brian will continue to submit a report.

Craig moved that the Board go into committee to discuss a personnel issue at 8.35pm.

Wilson / Simeon

Matt requested that Theresa be present for in-committee discussion.

Board came out of committee at 8.51pm

6. Close of Meeting Points

1. Chairperson closing remarks
2. Action Points
3. Preparation for next meeting
4. Close 8.51pm
5. Next Meeting - Wednesday 19 March 2014

Chairperson:

Date:











Ako Hōpara

