

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON WEDNESDAY 18 JUNE 2014

PRESENT: Jason Benton, Matt Simeon, Theresa Rosborough, Carol Spooner (Minutes Secretary), Mel Katu, Craig Wilson, Michael Attwood, Blair Myles, Paul Read, Brent Elton, (left 6.15pm) Kevin Aleksich, (left 6.15pm) Vanessa Hamm, Linda Shaw, (left 8.25pm) Cherie Horne

1. Open Meeting, welcome. Time: 5.30pm	Led By
<p>Craig welcomed everybody to the meeting. Apologies: No Apologies</p> <p><i>Resolved: that the Minutes of the Meeting held 21 May be confirmed as a true and correct record.</i> <i>Wilson/Simeon Carried</i></p> <p>Discussion on board appointment. Craig moved that Paul Read be granted speaking rights for this meeting. <i>Wilson/Simeon Carried</i></p> <p>Correspondence Jason spoke to the correspondence. <i>Resolved: that the Inwards Correspondence for June 2014 is received and the Outward Correspondence is approved.</i> <i>Benton/Myles Carried</i></p> <p>Financial Report Blair spoke to his report. <i>Resolved: that payments for June of \$66943.00 be approved for payment</i> <i>Simeon/Wilson Carried</i></p> <p>Conflict of Interest Conflict of Interest regarding International Student Manager (Lee Simeon). Matt will remove himself from meeting during discussion. Jason Benton has resolved his conflict of interest re tendering for new build by removing himself from the tendering process.</p>	

Matt introduced Brent Elton and Kevin Aleksich to the board as Project Managers for the new classroom build and invited them to present feedback of progress to date.

Brent will provide the board with the preliminary programme around the process.
Brent has acquired architectural fee quotes through guidance from Richard Standen MoE, from two local companies.
Board sub committee will allow the process to run without holdups waiting for Board meetings. Reports back to the board on regular basis.
Consent process and tenders to be applied for at the same time. Working within budget important.

Student Achievement - Reading
Theresa spoke to her report and, as Literacy leader, is very happy with results.
Overall mid year results have shown improvement particularly boys who are almost on an equal with girls.
All below children have also improved. Some extension work still required at year 4 level.
Ability of Asttle results to be carried into etap to produce informative information for each child.
Allows teachers to see strengths and weaknesses.

Members Reports

Resolved: that Cheries staff report be accepted
Simeon/Katu Carried

Mel informed board of upcoming activities. Trip To Otumoetai Marae and Pa Site and activities happening at school.

Principals Report and Discussion Points
Matt spoke to his report.
Roll numbers continue to increase.
Auditor recommendation to remove Bryce Lawrence and Stewart Graham and Matt recommends replacement with Cherie Horne and Blair Myles
Simeon/Wilson carried

Matt gave an overview of his Summary of CEFPI conference and school visits and ideas discussed. Linking of the best of these ideas to the new build project at Pillans.
Discussion had around aspects of new classroom build.

Matt removed himself from the meeting for discussion on International Student Review meeting. The discussion was implemented by Theresa.

It has become apparent that Lee is using more of her own time to effect her role as International Student Manager.

Growing ESOL numbers.

Result of review meeting to increase hours to .4 for this position.

The board agree that an increase of hours be approved

Wilson/Hamm Carried

Matt returned to meeting.

New build

Continuing on from Brent's presentation - timeframe for starting demolition or relocation of prefab block J. Plan for pre Xmas during holidays. Possible relocation site to quiet area top of carpark.

Board agree to remove block J during timeframe of Xmas holidays.

Design Brief of new classroom block prepared by Jason and Matt, shared with board.

Matt reiterated the importance of a building sub committee to be given authority to proceed with project given the expertise within the board. Sub committee to work alongside the Project Managers to keep within timeframes.

Sub committee will have delegated authority to engage consultants and other necessary services, but major milestones such as the preliminary concept presentation, final design and the construction contract will be full BOT meetings. Building sub committee to use a 'commonsense' approach and involve the BOT if they see the need to.

The Board agree to accept the report
Simeon/Wilson Carried

Craig spoke on school Homework policy and reasons why it became too cumbersome to include in a newsletter - thoughts and opinions researched. Discussion had on various ways that homework can be undertaken exemplifying alternative ways of administering.
 e.g list of basic facts or an essential word list to learn over a term.
 Discussion had on ideas and ways homework can be given in a more relaxed but informative way.
 Consistency needed across school.
 Incentives for achievement.
 The Board agree that lead teachers implement a plan with a consistent approach to homework across the school.

Craig moved that board move into committee at 8.57pm to discuss a personnel issue.
 Theresa to be present.
Wilson/Simeon Carried

Board came out of committee at 9.30pm

- 6. Close of Meeting Points**
- 1. Chairperson closing remarks**
 - 2. Action Points**
 - 3. Preparation for next meeting**
 - 4. Close 9.30pm**
 - 5. Next Meeting - Wednesday 21 May 2014**

Chairperson:

Date:



Ako Hōpara