

## MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON WEDNESDAY 6 AUGUST 2014

PRESENT: Jason Benton, Matt Simeon, Theresa Rosborough, Carol Spooner (Minutes Secretary), Mel Katu, Craig Wilson, Michael Attwood, (arrived 5.45pm), Paul Read, Vanessa Hamm, Cherie Horne, Graham Lind (left 5.55pm)

1. Open Meeting, welcome. Time: 5.30pm	Led By
<p>Craig welcomed everybody to the meeting, with special mention to Paul Read as a newly selected member to the board.</p> <p>Apologies: Blair Myles</p> <p>Matt tabled a letter from Ministry re acceptance of school zone.</p> <p><b>Resolved: that the Minutes of the Meeting held 18 June be confirmed as a true and correct record.</b> <b>Horne/Simeon Carried</b></p> <p><b>Correspondence:</b> Jason spoke to the correspondence <b>Resolved: that the Inwards Correspondence for August 2014 is received and the Outward Correspondence is approved.</b> <b>Benton/ Read Carried</b></p> <p>Craig welcomed Graham Lind to the board meeting. He handed over to Matt to inform board of an email received recommending a member of PPS staff be represented at a Korean trade fair. Graham spoke to the board of the importance of the international student industry - 4th largest export industry in NZ. Brings \$25M revenue. Trade Fair in Korea runs over 2 days. Importance of a school being represented to grow business at NZ end. Valuable marketing experience to grow and maintain market share. Board discussion around merits of Matts attendance at Korean Fair.</p>	

Does the board spend \$5000 this year to hopefully confirm 12 -14 International students in 2015?  
Following lengthy discussion Craig moved that the Board approve Matts attendance at the Korean Fair in September 2014

**Resolved: that Matt attend the Korean Trade Fair September 2014.**

**Wilson/Read                      Carried**

### **Financial Report**

To be covered in Principal Report

Theresa reported to the board on the Reading Student Achievement Report. Running records are carried out with young children Y0-2 PM Benchmark test where reading is marked on various aspects of their reading ability. Y3-6 children are Probe tested (higher comprehension, set questions). Matt supported this information with etap data to show numbers and percentages of achievement across all levels. Matt also used etap to demonstrate the validity of the data that comes from etap and how it can be used in a variety of ways and purposes.

### **Principals Report and Discussion Points**

#### **Financial Report**

Matt moved that payments be accepted.

**Resolved: that payments for June of \$109,380.00 and July of \$95,449.00 be approved for payment.**

**Simeon/Wilson**

Potential surplus of \$90,000 at years end will be useful with building project coming up.

Matt advised that two new bank accounts should be opened for ease of use for building project purposes. Matt moved that the Board approve the opening of a cheque and an on- line saver account for purpose of new build.

**Resolved: that the board agree to two additional bank accounts for building project purposes be opened.**

**Simeon/Read**

Matts report to be taken as read but he spoke briefly to several points - appointment of Stephanie Ryan in roll growth position in KLC.

Matt notified the board of a 2 day stand-down today of a year 3 boy.

#### New Classroom Build

Matt shared several concepts for new project on screen. Discussion had on possibilities. Matt to share with staff on Friday then building committee to confirm decisions and submit in 10 days.

Matt moved that the Board agree in principle to the waiver for the tender process and consent to run concurrently as per the letter tabled within Matts report as proposed by Kevin at Tectum. Michael to make contact with Kevin to ensure correct wording.

**Simeon/Wilson**

Pool update - funding application submitted for fibreglassing of pool. PTA funds to be used for solar heating if successful with funding.

Matt extended an invitation to the Board for a school walk-around, meet the teacher and morning tea with the staff. Tuesday 2 September 9.30 - 11am.

Letter of support towards PPS from parent of Annika Gerlach (1st international student to leave PPS) shared with Board.

Matt moved that the Principals report be accepted

**Hamm/Katu**

Discussion had about a letter from a parent expressing concerns about the direction of Pillans Point School. How to treat and respond too.

Matt gave some insight into how schools manage some of the issues raised in this letter of concern.

The Board agree that a letter be sent to concerned parent with invitation to attend a meeting with Matt and a board member.

Craig moved that the board move into committee at 9.10pm to discuss a personnel concern and Principal Appraisal

**Wilson/Horne**

