

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON WEDNESDAY 3 DECEMBER 2014

PRESENT: Jason Benton, Matt Simeon, Theresa Rosborough, Carol Spooner (Minutes Secretary), Michael Attwood, Paul Read, (left 7.10pm), Vanessa Hamm, Cherie Horne

Apologies: Blair Myles, Mel Katu

Open Meeting, welcome. Time: 5.40pm

Resolved: that the Minutes of the Meeting held 4 November be confirmed as a true and correct record.

Attwood/Simeon

Carried

Correspondence:

Matt and Jason to discuss copyright license.

Resolved: that the Inwards Correspondence for December 2014 is received and the Outward Correspondence is accepted.

Attwood/Simeon

Carried

Financials

To be covered in Principals report

Conflicts of Interest Matt to declare re International Student Manager.

Data

EOY Student Achievement Report

Matt shared his report with the board.

Maintenance of high levels across the school with writing indicating particularly good results.

Maths -PAT results show good rate of progress across the year.

Some concerns with abilities of new entrants - high needs, challenging behaviour with some unable to achieve national standards levels.

Matt reassured and showed the board the reports available through etap to track each child's progress in all areas (academic, attendance, behavioural)



Many other activities within the school to give children a rounded education and life experiences which are not a part of national standards reporting.

Members Report

Cherie spoke to her report. Detail of activities held during term 4.

Curriculum planning for 2015 - technology is the schoolwide theme - history, materials, food, technology at work, structures and mechanisms.

Boys class - Theresa spoke to the board of makeup of boys class. A cross section of students have been selected.

Principals Report

Matt spoke to his report

Charter - will be in full written form for first meeting 2015.

Principal Appraisal - Tony Burkin - appraiser notified of board chair change. Michael Attwood has spoken with Tony.

All staffing contracts have been approved for 2015.

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Financials

Resolved: that Payments for October of \$86868 and November \$96824 be approved for payment.

Simeon/Attwood

Carried

Finance

Matt spoke to Blairs finance report.

Higher than normal payments for December with holiday pay for support staff.

Tect Grant application

Technology Funding - Matt moved that the board agrees to and approves the use of \$25000 of 2015 Operations Grant funds as part of 2015 TECT funding application.

Resolved: that the Board approve the use of Operations Grant funds.

Simeon/Attwood

Carried



Matt left the meeting to enable the board to discuss International Student Manager position.

Is presently paid a base salary with top ups for special projects.

Theresa has requested that board approve an R allowance in place of additional top ups.

Resolved: that the Board approve that the R allowance be paid to International Student Manager.

Attwood/Horne

Carried

Property

Building costs for new class block came in at \$1.1m slightly over \$1m budget.

Some changes to plans have been made.

Discussion had by the board.

Tender for fence project has been awarded to Chaytor Fences. School boundary fence now to be built to 1500mm. Start time mid February 2015.

Pool - required repiping due to worn water pipes. Extra cost of \$2500.

Pumps now working efficiently with full volume of water.

Covering for exposed water pipes discussed. Quote for \$4500 for wooden decking.

Classroom relocation tenders close Friday 5 December.

Programme Maintenance Contract - 40 hrs to go towards interior hall painting. Hometime relocating for holiday period.

Thursday 18 December relocation of rooms 11 - 14 due to begin.

New Board member

Advertisement to go into newspaper advising community of selection process for board replacement.

Discussion around role required for board replacement.

Matt to email all board members with some possibilities. Replies direct to Michael who will advise board of result.

Chinese short stay students not coming to Pillans in February. Group became too large for school to manage at start of year.

Korean students number 13 for 2015 but need ways to maintain market.

Chinese market a viable possibility. Delegation from Tauranga going to China. Does Pillans Point want to be involved? How do we strategically plan for the future?

Discussion had.

Matt will retain contact with Chinese agent in Auckland and have further contact with a local Japanese agent.

R allowance for International Student manager discussed in relation to short stay visits.



Process of R allowance payments to be put to auditor for clarity and transparency.

Board Newsletter - Matt to write. To go home Tuesday 9 December.
Acknowledgement of Craig's input to the board.

Close of Meeting Points
Chairperson closing remarks
Action Points
Preparation for next meeting
Close 8.55pm
Next Meeting -

Chairperson:

Date:

