

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON TUESDAY 4 NOVEMBER 2014

PRESENT: Jason Benton (arrived 5.45pm) Matt Simeon, Theresa Rosborough, Carol Spooner (Minutes Secretary), Michael Attwood, Paul Read, (arrived 7.12pm), Vanessa Hamm, (arrived 7.10pm), Blair Myles, Cherie Horne, Mel Katu

Apologies: No apologies

1. Open Meeting, welcome. Time: 5.30pm	Led By
<p>Michael Attwood as Deputy Chair opened the meeting.</p> <p>Resolved: that the Minutes of the Meeting held 3 September be confirmed as a true and correct record. Attwood/Simeon Carried</p> <p>Correspondence: Points discussed Matt and Jason to discuss copyright license. Resolved: that the Inwards Correspondence for November 2014 is received and the Outward Correspondence is accepted. Attwood/Simeon Carried</p> <p>Financials Resolved: that Payments for September of \$128,941 be approved for payment. Attwood/ Myles Carried</p> <p>Nil conflicts of interest</p> <p>Boys Class Theresa presented and spoke to her report. Team consisting of Matt, Theresa, Cathy, Fiona and Kyle visited Rotorua yr 5/6 boys class (male teacher) and Taupo yr 8 boys class (female teacher). Gained valuable insight from visits. The BOT recognises that there must be 30 committed</p>	

boys for this class to go ahead to prevent overload in other yr 5/6 classes.

Discussion had around setting up process – numbers, consulting with parents etc.

Correspondence - Jason brought up Principals Collective. Matt will work with Board Chair and include Craig in any discussion as necessary.

Principals Report

Planning - Matt shared Strategic Aims and Objectives with BOT. Discussion around National Standards achievements.(Aim One)

Curriculum - AP's/staff and delivery of curriculum. (Aim Two)

Well being - physical, emotional and social needs of staff and children (Hauroa) (Aim Three)

Aims all go forward to form part of School Charter.

Discussion around flexibility of CRT - high trust. Matt invited discussion on some of the benefits for staff i.e gym memberships, flu jab.

The BOT are of the consensus that there be equal share/benefit for all staff.

Resignation from current chairperson - Craig Wilson.

Appointment of new Chairperson necessary. Michael addressed the board with possibilities of a shared chairperson responsibility.

Matt moved a nomination that Michael be appointed as chairperson.

Resolved: that Michael Attwood take the chair.

Simeon / Read Carried

Paul nominated Vanessa as deputy chair.

Read / Myles Carried

Staffing

Resolved: that the BOT approve study leave for Marion Kirby for 2 terms in 2015.

Simeon / Katu Carried

Fixed term position advertised and short listed for yr 1/2 class.

Paula moving to yr 3.

Property

Matt spoke to property.

Sections of school not compliant with new fire

regulations. Jason gave an interpretation of requirements.
 Hometime not operating from hall over summer holidays due to construction going on in the school. This creates an opportunity to do some much needed work in and around hall.
 All building projects are moving along.
 Pool upgrade a little challenging! - waiting for fine weather to apply fiberglass.
 Finances for pool received - donations from Westpac Bank and Countdown Supermarket.
 Discussion around management of removal of classrooms 11 to 14. Starting early January.
 Playground relocation - half of playground has to be removed to make way for new building. Discussion about playground relocation after building completion. Shadesails damaged – won't be replaced until decisions around new playground are made.

Korean Trip Summary

Matt gave an oversight of his experience in Korea and the reasons why the families like to come to NZ to live and educate their children.
 Aiming to maintain numbers of International students in the school.
 An opportunity for Pillans Point School to have a reciprocal arrangement with a Korean School.
 Matt will explore the opportunity to take parents and children from Pillans Point School to Korea where the children will do homestay.

Chinese short stay students a possibility through an Auckland Agent.
 School needs to become code compliant to take short stay students.
 Discussion by BOT about the possibilities of this group of 8 - 10 children attending PPS, starting 3 Feb! Some apprehension around timing of short stay trip with building projects in place.
 The BOT agree that Lee Simeon be given 15 hrs to get Code of Practice policy up to date to enable us to take short stay children.
 The BOT understands that it will be front loading additional hours for Lee to prepare for arrival of short stay group. The BOT also understands that with this

first short stay group the profit may not be as high due to setting up short stay groups for the first time. Matt has asked the board that he have the right to make the final decision after further meetings and investigation.

School Donations

Review of school and PTA donations - new school donation amount set at \$70 per child with PTA donation set at \$25 per child.

Activity Fee discussed and fee set at \$55. All for 2015. Parents will be advised by letter.

Michael to acknowledge receipt of Craig's resignation letter.

Board Dinner Thursday 27 November 7.30pm at Gold Mela.

6. Close of Meeting Points

- 1. Chairperson closing remarks**
- 2. Action Points**
- 3. Preparation for next meeting**
- 4. Close 9.50pm**
- 5. Next Meeting - Wednesday 3 December 2014**

Chairperson:

Date: