

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON MONDAY 22 FEBRUARY 2016

Present: Michael Attwood, Jason Benton (arrived 5.55pm), Cherie Horne, Matt Simeon, Carol Spooner (Minutes Secretary), Theresa Rosborough, Paul Stott, Blair Myles

Open Meeting, Welcome 5.30pm

Conflicts of Interest

Matt Simeon and Lee Simeon - Staff at Pillans Point School

Paul Stott (board member) - Mike Stott (brother) Lysaght Consultants

Jason Benton - company employed to do layout map for playground

Election of BOT chair - not required in an election year.

Delegations of Authorities

Resolved: that the board agree to retain the status quo for all portfolios.

Attwood/Stott **Carried**

Resolved: that the board agree that Theresa be given speaking rights for Board meetings.

Attwood/Simeon **Carried**

Apologies: Vanessa Hamm

Resolved: that the Minutes of the Meeting 9 December 2015 be confirmed as a true and correct record

Attwood/Horne **Carried**

Correspondence:

Paul spoke to the correspondence.

Property Valuation received

Withdrawal from Risk Management Scheme for School insurance.

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

Attwood/Stott **Carried**



Staff Rep Report:

Nil

Principals Report

Matt spoke to Principals Report

School roll continues to increase steadily.

Matt detailed the new enrolment declaration now being issued to all new entrant families.

Learning Support Overview

Matt gave an overview of learning support programmes and the needs required.

Funding provided - \$3000 - doesn't stretch to cover all intervention programmes. School currently spending \$31607.00.

Charter - not completely finalised. Will be sent to MoE by early March.

Personnel

Matt has had a review with new teacher - Andrea Hunt.

Office staff review Tuesday 23 Feb

Toni Braid has applied for 18months maternity leave.

Resolved: that the board agree to accept an 18 month maternity leave period for Toni Braid.

Simeon/Horne

Two roll growth positions have been advertised.

Discussion had about the increasing roll/pre enrolments and how best to manage.

Finance

Matt moved that payments for December 2015 and January 2016 be approved.

Resolved that the cheques for December 2015 \$79524.01 and January 2016 \$44921.44 be accepted.

Simeon/Myles

Capital Works Project Payment

Matt moved that payments for December and January 2016 be approved.

Resolved that cheques for December 2015 \$10682.33 and January 2016 \$8984.37 be accepted.

Simeon/Myles



Website payments for donations, activity fees and stationery have been a huge success with \$18200 being received to date.

Budget Surplus for 2015 was \$35000.

Matt moved that surplus amount of \$35000 goes into Maintenance fund.

Resolved: that the board agree that the sum of \$35000 be transferred to the Maintenance Fund.

Simeon/Benton

Playground Funding - the Board agree to use \$15200 from reserves to cover costs of new playground completion.

Property

The board met with the MoE 18/02/2016 to discuss roll growth and new classrooms. Agreed that 12 new classroom spaces needed.

MoE to report back with solution. Possibilities - continue 9 classroom build then a new 3 class build or back to the drawing board for a new 12 classroom build.

Matt has some temporary options of how to home children in the meantime.

Old Playground - Options for removal discussed. Expensive to relocate, difficulty in selling and removal. Time and labour.

Matt to approach building Project Manager to include removal of old playground as part of archeological or building costs.

Health and Safety

Matt has spoken to staff about their inclusion in health and safety in their environment and taking reasonable steps to keep the children and themselves safe by being aware of and reporting any hazards. Signage has been added around the school in the appropriate places, certain areas kept locked at all times. The caretakers have been kitted out with appropriate gear to carry out their work safely i.e high vis jackets, helmets etc.

Risk to children during activities is well documented on EOTC forms.

Discussion had.

School to finish Friday 16 December 2016

Teacher Only Day 7 June 2016



Board Elections - The board agree to stay with the designated dates and timeframes.

Resolved: that the board agree to the appointment of Carol Spooner as Returning Officer for 2016 board elections.

Simeon/Benton

A board news letter to be sent out to the community and to include election information to create some interest amongst potential nominees.

Chinese Group Visit

A small group visiting the school on 4 March for 4 days.

The group is being hosted as a separate group with dedicated teachers.

Matt moved that the board go into committee at 8.00pm to discuss Principals Appraisal

Simeon/Attwood

Board came out of committee at 8.19pm

Meeting Closed 8.19pm

Close of Meeting Points

Chairperson closing remarks

Action Points

Preparation for next meeting

Close pm

Next Meeting - Wednesday 23 March

Chairperson:

Date:

