

**MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING
HELD ON WEDNESDAY 24 AUGUST 2016**

Present: Michael Attwood, Jason Benton (arrived 5.40pm), Matt Simeon, Carol Spooner (Minutes Secretary), Theresa Rosborough, Paul Stott, Christine Shearer, Scott Hamilton, Jess Holtom, Simon Potter, Cathy Aldridge (arrived 5.50pm, left 6.10pm)

Meeting start time 5.35pm

Conflicts of Interest

Matt Simeon and Lee Simeon - staff at Pillans Point School

Paul Stott (BOT) and Mike Stott an employee of Lysaght Consultants.

Apologies: Luke Stewart

Resolved: that the Minutes of the Meeting 22 June 2016 be confirmed as a true and correct record

Attwood/Hamilton

Carried

Matters arising

Master Planning follow up

Correspondence:

Jess Holtom spoke to the correspondence.

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

Attwood/Simeon

Carried

Finances

Paul spoke to finances

Paul met with Matt Tuesday to review finances.

Budget on track with an approximate \$100000 reserve by end of year.

Discussion had about use of reserve funds.

Paul moved that payments for June and July 2016 be approved.

Resolved that the cheques for June \$113,441.96 and July \$109,591.50 be accepted.

Stott/Attwood

Carried



Ako Hōpara

Capital Works Project Payment

Resolved that the cheques for June \$130,524.70 and July \$91,629.80 be accepted

Stott/Attwood

Carried

Reports

Matt introduced Cathy to the board meeting to talk about the Boys class.

Cathy gave a brief history of how and why the boys class was established at Pillans Point school in 2015 and how she runs her class programme as a point of difference to a co-ed class.

A growth in confidence in the boys within the class has been illustrated. Some discussion had and a boys' class is likely to continue at Pillans Point School.

Theresa spoke on Learning Interventions as per her report.

Steps Web - Pillans Point is now a beacon school doing some training for other schools.

72 children involved in this programme.

Quick 60 Reading and Writing programme being trialled with low readers and some ESOL children. Showing fast progress.

A comparison is being done with Reading Recovery and progresses are being monitored.

Rainbow Reading is another programme being carried out.

Headphones are worn and the book is read to them via a reading pen prior to the child then reading the book.

These programmes are all delivered by teacher aides.

Sencos from other schools have visited to observe these lessons in progress.

Some discussion had on benefits / downfalls of Reading Recovery versus Quick 60 programme.

Principals Report

ERO - for Matt some frustration on assessment and reporting requirements.

Pillans Point used as a guinea pig for a new review system.

Positive aspects of how the school is running.

Strategic Plan - feedback will be required from the board of any issues that they are aware of.



Ako Hōpara

Staffing

Fiona McNeill has resigned from her leadership role and has proposed a job share position with Simon for 2017.

Discussion had on job share positions.

It can be difficult to convince parents that a job share position doesn't need to affect the day to day running of a classroom programme.

The Board agree with this concept to go ahead.....Michael has been convinced!!!!

Several positions coming available for 2017. Matt to advertise with the date for interviews set for 22 September.

Permanent appointments currently require a board member to be on appointments committee.

The Board had some discussion about the value of a board member on appointments committee. Thoughts are that it is important for leadership positions but not for teacher appointments.

Matt moved that the policy be altered to have a board member on appointments committee for leadership roles only.

Resolved that the board agree to a board member being present on appointments committee for leadership positions only

Attwood/Hamilton

Carried

A change to the Education Act in 2017 proposes school intake changes to cohort entry with new intakes starting at the beginning of the term closest to their 5th birthday. An individual school decision.

Property

Concrete slab of new classroom block has been laid and progression is being made.

Junior playground area has been extended due to changes made to courtyard area.

Latest quote \$46000 +GST

Matt moved that the board apply to NZCT and Pub Charity for funding for the new playground.

Resolved that the board agree to funding applications being made for the junior playground area.

Simeon/Attwood

Emergency Preparedness

Matt spoke to board of his recent visit to earthquake affected schools in Christchurch in relation to being prepared in the event of a disaster.

Requirements needed on site - water, canned food, silver blankets, battery radio, megaphone, wheelie bins for storage of these items.



Ako Hōpara

Parents having emergency contact details of families within the school for pickup purposes.

Teachers having their own children enrolled at school for safety purposes.

Board agree to Matt exploring these options further.

Paid Union Meeting

Wednesday September 14 at 9am to 11am. 5 staff non union members.

Discussion had. It was decided that the school will remain open with a slip going home to parents to ascertain the number of children attending for the morning. All staff will be on site from midday for school as usual in the afternoon.

Meeting closed 8.20pm

Close of Meeting Points

Chairperson closing remarks

Action Points

Preparation for next meeting

Close pm

Next Meeting - 14 September 2016

Chairperson:

Date:



Ako Hōpara