

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON TUESDAY 6 DECEMBER 2016

Present: Michael Attwood (arrived 6.00pm), Jason Benton, Matt Simeon, Carol Spooner (Minutes Secretary), Theresa Rosborough, Paul Stott, Christine Shearer, Scott Hamilton, Luke Stewart (arrived 5.45pm), Jess Holtom, Simon Potter

Meeting start time 5.45pm

Scott Hamilton took the chair in Michael's absence.

Apologies: Nil

Conflicts of Interest

Matt Simeon and Lee Simeon - staff at Pillans Point School

Mike Stott and Paul Stott - Mike an employee of Lysaght involved in new build.

Christine Shearer - staff board rep Mike Winstanley Estimator for Watts and Hughes

Michael Attwood - Brian Jones Burley Attwood lawyer acting for the school in the Hometime Lease Agreement.

Matters Arising

Auditors Report dealt with

Homework as part of Matt's report.

Resolved: that the Minutes of the Meeting 2 November 2016 be confirmed as a true and correct record

Holtom/Potter **Carried**

'Action Schedule' to be included in minutes for all completed actions.

Correspondence:

Jess Holtom spoke to the correspondence.

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

Holtom/Hamilton

Carried

Finances

Paul spoke to finances.

Paul, Matt and Jude have worked to produce current report. Shows a surplus of \$29,000.

A forecast projection for end of year finance report to be produced every second board meeting.

Paul moved that payments for October 2016 be approved.

Resolved that the cheques for \$59,192.68 for October be accepted.

Stott/Benton

Carried

Property

Resolved that cheques for \$196,358.45 for October be accepted

Stott/Hamilton

Cash surplus forecast for end of year \$111,000.00

Policy and Assurance Measures all accounted for

Reports

Student Achievement Report

Matt spoke to the board about results across the school in Maths, Reading and Writing.

Inconsistency of delivery has been highlighted in the area of maths. Prime Maths programme is to be initiated for yrs 3 – 6 which will give consistent teaching methods. It has been trialed by Paula, Kyle and Fiona and it is showing that children are more engaged and interested in their learning.

Reading - Scott brought up the yr 1 results as being noticeably below. Matt has spoken about changing of teaching practices at this level to turn things around.

Matt showed to the board the comparison results from Otumoetai Intermediate and it shows how well former Pillans Point students are achieving in all areas over yrs 7 and 8.

Interventions - Quick 60 programme implemented initially for ESOL students. Financed 50/50 MoE and school funding.

The programme was run alongside RR with 4 children. Quick 60 showed superior results over RR over sessions and time.

Matt discussed with the Board the merits of Quick 60 compared to RR. Aim could be to include more children into this programme.

Rainbow Reading is used to progress older children in a classroom reading programme and it is also being used as an intervention programme.



Principal Report

Matt spoke to his report

NAG 1 as read

Homework - Michael spoke about his concerns with the schools homework policy and the fact that he has had parents speak of some concerns.

Matt read the outcomes of the enquiry made at Strategic Planning meeting.

A range of opinions from parents from using/not being able to use the homework site, parents wanting teacher/classroom backup, to parents not caring if their child does it or not.

The homework site is to be reorganised and put into year levels for ease of access for parents.

Discussion had around benefits of homework, time involved by teachers, how and what to set for students.

Scott asked if the homesite can be monitored so the board has some idea of usage by parents.

Paula's resignation received.

Staff changes organised for 2017.

TECT Application - for IT \$25000 from budget tagged to grant application.

Resolved: that the Board agree to \$25000 of budgeted funds to be used for TECT application for 2017

Simeon/Potter Carried

Sale of older iPads to the school community at \$100 each.

Matt moved that Blair Myles and Cherie Horne signatories be removed from school accounts with two new ones added.

Board discussion as to who is added and the board agreed that its not necessary for another Board signatory.

Resolved: that the Board agree to Christine Shearer being added as 4th signatory.

Simeon/Stott Carried

Building - opening shout 20 Jan 2017

Monday 23 Jan final building inspection.

Official opening to be considered. Friday 3 Feb 9.30am. Invite to Simon Bridges - Michael to approach

Master Planning

Phase two well under way with car park planning in draft form.

School has been notified by fire engineers that there should be no overnight stays in the school as the sprinkler system is not up to standard for this kind of event.

COL

Cherie Horne has been appointed to an external COL role giving her 2 days out of the school. Katie Pritchard will pick up these days in KLC. Jenny Boyle and Andrea Hunt have been appointed to internal positions.

Our local COL has been approached by the MoE to pilot a scheme to deliver Special Education services to children within the schools.

Board to send out EOY newsletter. Matt has set up a draft to be completed by board. Luke has agreed to work with Matt to finalise this.

International Students

Code of Practice has been updated and signed off. Paul has requested some transparency on payments/receipts of International Students with documentation.

Auditor has clarified Lee's position (extra hours, pay) as International Student Manager

Board went into committee at 8.35pm

Board came out of committee at 9pm

Meeting closed 9 pm

Close of Meeting Points

Chairperson closing remarks

Action Points

Preparation for next meeting

Close pm

Next Meeting -

Chairperson:



Ako Hōpara