

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON WEDNESDAY 28 JUNE 2017

Present: Michael Attwood, Matt Simeon, Carol Spooner (Minutes Secretary), Theresa Rosborough, Paul Stott, Christine Shearer, Simon Potter, Cherie Horne, Sarah Stock (left 6.45pm), Kyle Barnard (left 6.45pm).

Michael welcomed all to the meeting

Meeting start time 5.35pm

Apologies: Scott Hamilton, Luke Stewart, Jess Holtom

Conflicts of Interest

Matt Simeon and Lee Simeon - staff at Pillans Point School

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

Resolved: that the Minutes of the Meeting 24 May 2017 be confirmed as a true and correct record.

Attwood/ Simeon

Carried

Action Schedule

Emergency Kits completed

APs attending this meeting

BOT Walk through completed

Emergency Meeting minutes distributed

Gobsmaeked Budget presented

Gobsmaeked programmed for 2019

Team Reports

Kyle spoke to his report and communicated to the board how Moa team are functioning to date – he spoke about their physical environment, class programmes, staffing and their children.

Discussion had around classroom areas - open plan rooms for flexibility. Sarah spoke to her report outlining how Fantail team have coped with 4 new staff within their team in 2017, PPS culture and ways. She assured

the board that they are all settling well and the new staff find it very easy to ask if they are unsure. They feel welcomed. The question was asked about social aspects of children in Fantail team. Sarah explained that they have set up a



Ako Hōpara

friendship club to benefit children needing some guidance.

Team meetings tomorrow are discussing the below children working towards/at/above.

Christine spoke about the children in her team reading at/above/below current levels.

Quick 60

Matt gave a summary of progression of children on this programme. Some year 2 children haven't progressed as much as anticipated so some rethinking about children at this age being involved in this programme. Greater results are obvious in Fantail children. Quick 60 programme more efficient than Reading Recovery. 19 children compared to 6 have progressed through programme by this time of year.

PAT Maths and PR1ME report

Matt outlined summary. Have moved from AsTTLE to PAT School have now adopted PR1ME Maths. 3 staff trialed this in 2016. Matt explained to the meeting how PR1ME maths works as per report. Discussion had around the benefits of PR1ME maths. Teachers and children alike are loving the concept and the children are achieving. Very few maths intervention programmes available.

Staff PD as read.

Gobsmacked Budgets presented.

International Students

Lee Simeon was presented with a leadership award at the SIEBA Conference last week in recognition for her contribution and leadership. The board acknowledged this by presenting her with flowers.

Matt talked to the International budget.

2 Chilean students to begin term 4.

3 Chinese students starting term 3.

Chinese group in school for 2 weeks 30 July to 11 August.



Marketing Budget for International trip \$15000 for 2017
Discussion about the further possibilities of trips to Korea. The possibility of creating a partnership school in Korea and taking a group of children to home stay.

Some reservations from board about budget spend to find 6/7 children.

Cyber Security

Risks – Finance package -Moneyworks lives on server but backed up regularly.

Our accounting system is school specific.

Looking into phishing testing.

Safety Awareness – dodgy emails to school.

Cohort Entry – Matt/Cherie will look into this next term.

Next Meeting

Teacher/student relationships(Gisborne case) - investigations by board.

COL update

Learning Support

As Theresa has been employed by the Ministry until end of 2017
Attwood/Stott

Audit 2016

Resolved: that the board accept the Audit Documents for 2016

Attwood/Stott

Finance

Paul spoke to finances

Paul moved that payments for May 2017 be approved.

Resolved that the cheques for \$10,2875.73 for May 2017 accepted.

Stott/Attwood

Carried

Property

Resolved that cheques for \$1322.50 for May 2017 be accepted

Stott/Attwood

Correspondence:

As read

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

Attwood/Simeon

Carried



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Start date for 2018 1 Feb finishing 17 Dec

Michael moved that the board go into committee for property confidentiality at 7.35pm

Out of committee 7.39pm

Meeting closed 7.39pm

Close of Meeting Points

Chairperson closing remarks

Action Points

Preparation for next meeting

Close pm

Next Meeting - 16 August 2017

Chairperson:

Date:



Ako Hōpara

In committee Minutes 28 June 2017

Property

6 - 7 classrooms in carpark area with a connection through the current room 3.

Hub/ room 15 area may become a staffroom and resource area with the renumbering of rooms 16 to room 15.

A refit of the current office/staffroom area to an admin area.

Provision for 2 new classrooms on the back of rooms 16 and 17.

The Project Manager for the most recent development is preparing documentation for Matt to present to the Ministry for upcoming project.

Carpark movement being managed.

Archeological dig now finalised.



Ako Hōpara