

CONFIRMED MINUTES

BOARD MEETING #3



At the **Board Meeting #5** on **16 Aug 2021** these minutes were **confirmed as presented**.

Name:	Pillans Point School
Date:	Monday, 31 May 2021
Time:	6:00 pm to 9:04 pm
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Anthony (Gus) Bishell, Catherine Flowerday, Cherie Horne, Kevin Piermarini, Mel McDonald, Mikael Carter, Rachael Arthur, Scott Hamilton, Shannon Hannah
Attendees:	Matt Simeon, Johanna Brown

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting #2 12 Apr 2021, the minutes were confirmed as presented.

Kevin and Cherie are ticked as BOT members so they can add to and edit Board pack

1.2 Interests Register

1.3 Board Succession Planning

Scott has had a chat with Wayne Gribble about structure and other schools set up. Scott to get this session organised with Wayne before the next BOT meeting

Marty Mayston - Keen to join BOT when needed. Ask to come as a visitor following zoom session with Wayne

Brad Ririnui - keen to have a chat, let him know when he can come along.

2. Visitors

2.1 Cohort Entry - Jo Brown

Jo Presented back to the board feedback from the various groups who were to be consulted with. The feedback has been fantastic. Jo has had a couple of questions around circumstances.

Catherine raised a good question about children who move from outside of the school zone how may have have to juggle that. They outcome out be on a case by case basis and the likelihood would be low.

Jo working closely with Karaka Road Kindy as our biggest feeder.

A further wide and varied conversation around impacts on both Pillans Point School and the ECEs.

Agreed that we would add a comment around the school has the discretion around specific circumstances.



Adoption of the Cohort Entry Policy

The board moved to adopt the Cohort Entry Policy with the addition of a line added for discretion to be used by the school.

Decision Date: 31 May 2021
Mover: Catherine Flowerday
Seconder: Shannon Hannah
Outcome: Approved

3. Management Reports

3.1 Finance Reports

Bank fees up a bit, this is due to HERO. Matt explained this is built into costs to parents

Curriculum budget is up a bit due to Gobsmaeked

PLD budget up- Emerging Leaders

Good amount of cash on hand

3.2 Health & Safety

4. Actions from Previous Meetings

4.1 Action Item List

Due Date	Action Title	Owner
11 Dec 2020	Change internal format of Strategic Outcomes Document Status: Completed on 21 May 2021	Matt Simeon
20 Dec 2020	Invite Fosters to the Feb/Mar 2021 Board Meeting Status: Completed on 21 May 2021	Matt Simeon
1 Apr 2021	Matt to add board succession to each board agenda Status: Completed on 21 May 2021	Matt Simeon

5. Major Decisions and Discussions

5.1 Reporting to Parents Update

Questions around early level 1 and level 1 etc in relation to year level. Educating parents about progress and working through progressions over a 2 year period

Discussion around the background work teachers have done and are still doing to ensure reporting is accurate for mid-year reporting. Recognised new learning for staff

Term 3 - Progress dials updated in HERO. This could be done anytime between T2 W6 and T3 W6, some teachers will update as they go and some might wait and update on the date in week 6. If a teacher marks a progression as 'secure' it will be live to parents whenever the teacher updates the progression

HERO report - radial dials replace the graph from 2020 report

5.2 Fixed Term Employment - Changes and Potential Risks for the Board

Matt bringing the law around FT positions to BOT attention

We will action this when looking at appointments for 2022

5.3 International Students - Update on Boarder Opening and Minister Comments

Keep International Student business as a standard board item moving forward

5.4 Learning Support Update

Cherie has sought additional support for children and families who need it and can't wait for MOE support

Wide and varied questions around Learning Support Update

6. For Noting

6.1 Employment update

Board informed of employment updates as per document attached

6.2 Parent Info Evening - Structured Literacy

Board was notified and had a discussion regarding Parent Information Evening. It was good to receive insight into teaching and learning of reading and spelling at Pillans Point School. Also interesting to hear the science of reading.

6.3 Sports Co-ordinator Ute Stolen

Board was notified and agreed regarding rekeying school for security reasons.

6.4 Admin Team Review

7. Building Updates

7.1 Moa Block Open

Board acknowledged the work that has gone into Moa building project and disruption to team with moving into new spaces.

7.2 Block B Work Summary

Matt will seek clarification of the exterior paint quote

7.3 School Improvement Package - SIP

Board noted work to date and work to be completed in coming months

8. Compliance Reporting

8.1 Board Compliance Term 2 2021

9. In Committee

9.1 Update on Principal Appraisal

In committee discussion around Principal wellbeing

9.2 Resignations

Resignations received and accepted. Acknowledgement of services to school will be recognised by staff in due course

10. What have we achieved for our school in this meeting?

10.1 Board Member insights to the meeting

Scott closed the meeting without insights this time

11. Close Meeting

11.1 Close the meeting

Next meeting: Board Meeting #4 - 5 Jul 2021, 6:00 pm

Signature: _____

Date: _____