

CONFIRMED MINUTES

BOARD MEETING 7



At the **Board Meeting 8 2019** on **9 Dec 2019** these minutes were **confirmed as presented**.

Name:	Pillans Point School
Date:	Monday, 4 November 2019
Time:	6:00 PM to 8:20 PM
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Catherine Flowerday, Mel McDonald, Anthony (Gus) Bishell, Mikael Carter, Cherie Horne, Rachael Arthur, Sarah Stock, Shannon Hannah
Attendees:	Matt Simeon
Apologies:	Scott Hamilton (Chair), Ange Burgess

1. Opening Meeting

1.1 Confirm Minutes

Board Meeting 6 16 Sep 2019, the minutes were confirmed as presented.



Approved Minutes

Approved minutes

Decision Date:	4 Nov 2019
Mover:	Catherine Flowerday
Seconder:	Anthony (Gus) Bishell
Outcome:	Approved

1.2 Interests Register

2. Actions from Previous Meetings

2.1 Action Item List

Due Date	Action Title	Owner
1 Apr 2019	Recognition of Personal Identity Policy Status: Completed on 31 Oct 2019	Matt Simeon
31 Aug 2019	Put Photos & Titles of Board Members on Staff Photo Board in school office. Status: Completed on 31 Oct 2019	Matt Simeon
31 Aug 2019	Matt to approach other schools eg Tauranga Primary as to policy/framework & develop a PPS proposal Status: In Progress	Matt Simeon

Due Date	Action Title	Owner
20 Sep 2019	Sarah to circulate updated report including comparison with 2018 results Status: Completed on 20 Sep 2019	Sarah Stock
20 Sep 2019	Investigate the "why" behind the staff's response to question 3 Status: Completed on 20 Sep 2019	Sarah Stock
20 Sep 2019	Let School Docs know we agree in principal/ general to the policy Status: Completed on 31 Oct 2019	Matt Simeon
20 Sep 2019	Ask School Docs if we can share with Intermediate School & particular parents Status: Completed on 31 Oct 2019	Matt Simeon
25 Oct 2019	Review Format of AP Reports & Get their feedback Status: Completed on 31 Oct 2019	Matt Simeon
31 Oct 2019	Address Seesaw use and engagement at next Strategic Meeting agenda Status: Completed on 31 Oct 2019	Matt Simeon
18 Dec 2019	Develop Business Case/Plan for Sustainable Coffee Cart Status: In Progress	Matt Simeon

3. Decisions and Discussions

3.1 School donations

Background information shared, on donations. There is likely to be some media coverage around this at the beginning of the year due to the Govt \$150 for Decile 1-7 schools.

Matt planning 25% reduction in donations for 2020

Important that the communication to the community is clear and conscious at the beginning of the year.



Community communication

Rachael to pen information for our community in relation to donations.

Due Date: 1 Dec 2019

Owner: Rachael Arthur

3.2 2020 Staffing Update Since Last Meeting

Matt updated board around Ngatahi Coordinator.

Jo has been appointed in this role for 2020 (fixed term for 1 year).

This aligns with her CoL appointment as an Across School Teacher - her 0.5 teaching component is alongside ECE children and the parent community.

Jo coming out of the classroom means Cathy will step up as leader of Tui Team.

This has given us an additional 'teacher' role to fill with Jo stepping outside of the classroom, and Shannon Dobbs has been appointed.

Kelly Lonergan will lead the final Parent Information Night in December and Jo will start her Ngatahi role with 4 children and their families, who start in week 2 2020. eg. day one 2020, 24 children are on our pre-school list to start.

We can afford this all via our staffing, we have not lost any of our fixed term staff from 2019 and everyone is accounted for.

3.3 Strategic Direction and Planning 2020-2023

Matt shared our Strategic Direction and Planning doc.

This format came from Matt's PL course this year through Springboard Trust.

Question - Are these goals stretching our direction?

Answer - They may not seem like stretch goals for the school but they are the essential elements for our school the need to be done very well. When comparing 2019 to 2020 these goals are much more specific and easier to follow for board, leaders and staff.

Matt shared with the board how the governance overview looks and then how each of these is outworked as actions at a management level.

Matt shared our Pillans Point 2020 Strategic Planning Site (Intranet).

The board would like to have a look at this site once it is complete.

After having a look at this in detail, is there anything missing that the board can notice?

Board were taken through further details and

3.4 Inclusive Education Policy

The inclusive education policy, as read, won't alter much from what is currently written.

This sits in draft, until we as a board receive further correspondence from Schooldocs

The general nature of this current update allows us to respond to specific situations where and when required.

It is likely the board will adopt the Inclusive Education Policy when it is ready.

3.5 Building Update

Essentially we can leave all as planned for the beginning of the year, as per the map attached.

We will face problems with physical space when our Kiwi Team spaces are full in term 2.

Currently, the project is slightly over budget - this is being worked on by the project team before they proceed any further.

Matt has a very good handle of what is happening and when and will keep the board updated each meeting or inbetween if needed!

3.6 Religion in Schools - Cool Bananas



Cool Bananas will not be offered in 2020

Cool Bananas is not seen as an inclusive programme and therefore does not align with our strategic plan for 2020 - 2023.

All in favour of having Cool Bananas in 2020?

2 abstained

All in favour of not having Cool Bananas in 2020?

5 yes, 0 no, 2 abstained

The board will implement this from January 2020

5 yes, 0 no, 2 abstained

The board will look to adopt the draft Inclusive Education policy once it is ready for adoption and the board will remove the religious education policy form School Docs.

Decision Date: 4 Nov 2019
Mover: Rachael Arthur
Seconder: Anthony (Gus) Bishell
Outcome: Approved



Remove the religious education policy from School Docs.

Remove the religious education policy from School Docs.

Due Date: 20 Jan 2020
Owner: Matt Simeon

A robust discussion was held in regards to Cool bananas.

It was noted that this was not a religion in school consultation but consultation on what the school currently offers as it's historical offering.

I was directed by the senior leaders to complete this based off discussions at lead team strategic planning and also some parent communication.

After a brief, but well-supported snapshot response from the community it has been resolved by the board to **not** continue to offer Cool Bananas from 2020.

The board's decision was based on two key factors.

- The school's mission statement "At Pillans Point School relationships are at our core. Teaching and learning is **inclusive**, interactive, and meets the developmental needs and stages of all children"
- The recently reviewed **Inclusive Education Policy** which states;

*"Inclusive education is where **all students** are engaged in their learning and achieve by being present, participating, learning, and belonging. This includes students of all abilities, cultures, ethnicities, **religious beliefs**, gender identities, sexual orientations, neurodiversity, ages, and socio-economic status."*

Cool Bananas was deemed to **not be inclusive** as it excludes some children being present, participating, learning and belonging due to their religious belief OR their families religious beliefs.

4. For Noting

4.1 International Marketing Trip

As read.

4.2 Board Projects Playscape Update

As read.

4.3 PTA Engagement Plan

Executing on Board and School priorities - PTA plan for 2020

Wish List responses shared with the board - possible ideas for 2020 fundraising

Poor response from PTA sharing- 1 person at this stage.

Matt has a staging plan and projects to take to the PTA to formulate 2020 directions.
Positive steps moving forward in this space

4.4 Board Dinner

As read. RSVP to angelab@pillanspoint.school.nz

5. Management Reports

5.1 Finance Report

As read. Our school is in a very positive financial position.



Update hall chairs for 2020

Will the board approve \$10,000 to update the school hall chairs (approx 120) and \$3,000 to purchase new trestle tables?
Is there a grant that we can go to apply? No

Decision Date: 4 Nov 2019
Mover: Shannon Hannah
Seconder: Anthony (Gus) Bishell
Outcome: Approved



Purchase hall chairs and trestle tables

Order chairs/tables for the hall
Due Date: 2 Dec 2019
Owner: Matt Simeon



Accounts moved for the month

Accounts moved for the month
Decision Date: 4 Nov 2019
Mover: Shannon Hannah
Seconder: Anthony (Gus) Bishell
Outcome: Approved

5.2 Health & Safety

6. Compliance Reporting

6.1 Correspondence

6.2 Document Control and Release Notes from Schooldocs Policy updates

7. In Committee

7.1 Nil

8. What have we achieved for the School?

8.1 Around the room for Members

Matt - Continuity of staffing is extremely positive.

Cherie - We are in a very positive financial position from which all of our community will benefit - students, teachers, parents.

Sarah - Inclusive policy in draft form, the heart of it has always been there and it aligns with us here at Pillans.

Gus - Staffing for 2020. We have employed the best people for he jobs.

Mikael - We stuck to our strategic aims tonight.

Mel - The strategic goals show how much work has gone into developing this for 2020. We have a very well rounded school.

Catherine - We bought everything we discussed back to the strategic document tonight. This provides us a very strong way forward.

Rachael - We as a board faced a very contentious issues and we faced it well. We made a decision which we stand for as a school.

Shannon - We ran the meeting and we kept on track.

9. Close Meeting

9.1 Close the meeting

Next meeting: Board Meeting 8 2019 - 9 Dec 2019, 6:00 PM

Signature: _____

Date: _____