

MINUTES OF THE PILLANS POINT SCHOOL BOARD OF TRUSTEES MEETING HELD ON MONDAY 18 June 2018

Present: Scott Hamilton, Matt Simeon, Christine Winstanley, Cherie Horne (Minutes Secretary this evening), Paul Stott, Jess Holtom, Mel McDonald, Simon Potter

Meeting start time 6:05pm

Scott welcomed all to the meeting

Apologies: None

Conflicts of Interest

No conflicts of interest tonight

Resolved: that the Minutes of the Meeting 21 May 2018 be confirmed as a true and correct record.

Holtom / Winstanley

Carried

Amendment to minutes: Simon Potter was present on 21 May, 2018 and Luke Stewart was misspelt as Luke Steward

Action Schedules

Board Objectives:

Dashboards

Matt has created three dashboards to track and monitor the board's key objectives

Dashboard 1

Question from Luke: In regards to police vetting offsite e.g. camps, sports, do community members need to be vetted? Parents at PPS are not officially police vetted.

Matt is trying to achieve a one-stop place to gather information at a higher level for the board. Question from Scott: From the board, is there anything further information you would like to see? Scott would like to see the forecast for class sizes so that the board are aware of the plan around classes and spaces.



Question from Luke: When it comes to guidelines, is there a guideline of the number of students per class. Matt responded, that the guidelines for the number of staff employed are based on the staffing register. Matt will have a plan around the cohorts of student moving into 2019 at the next board meeting.

Dashboard 2

Links to property. Paul questioned the format of the dashboard so that narrative is moved off the page. This is likely to develop overtime and become more fluid.

Dashboard 3

Links to finances. Paul has met with Lorna, new EO. Lorna is working well in her new job role and has a vision for where she would like PPS to head. Paul has been reinforcing the reporting and analysis with Lorna and the deeper analysis where the board can be making decisions about our spend, how we are measuring against our budget / spend.

Building Works

Matt will put together a plan of what our school plan currently looks like.

Drainage issue on the courts needs rectifying.

\$250,000 was taken from 10 YPP and is currently being contested.

We are unable to make further decisions until we receive a response from the MOE. Matt to send a follow up letter to the MOE. Matt to get quotes for both astro-turf and asphalt for the court area.

Hometime Acquisition

No discussion

Assistant Principal Reports

Question asked by Mel around planning day. Why did this need to go across teams? Matt responded that he used to fund this via banked staffing, but with the growth of students, this is no longer fiscally responsible. Question asked by Luke. How many call back days can we ask staff to make up? Matt responded that we usually have five call back days. This does not impact the cost of relievers to release teachers. Question asked by Simon around staff morale. Has the removal of planning days had a negative impact on staff? Matt responded that of course staff have appreciated it over the past 3 years. He explained that our staff are well looked after in comparison to other schools when it comes to extra CRT (Classroom release time).



Question asked by Mel in relation to planning days. Could this be offered perhaps two terms instead of four terms? Matt responded that staff are already finding time during the term to meet as whole school staff meetings are not heavily scheduled. Question asked by Luke in relation to the boy's class. Will this continue next year? Matt responded that Kyle is collecting evidence in the form of narrative from students, teachers and parent community.

Quick 60 Report

Discussion around the success of Quick 60 results and data. Question from Luke in relation to the board continuing to finance Quick 60. Do we see value in the board continuing to fund this programme? A response of Yes from the teachers.

Board Projects

Resolution for shade cloth to cover both playgrounds. Matt moves that we go ahead with grant application to NZCT for \$34,000 to cover 50% of the cost.

Matt moves that we go ahead with grant application to Pub Charity for \$2,500 towards the cost of a new pool cover.

Matt to provide the board with a full board project update at next meeting in regards to other fundraising project funds across the school.

Bike racks are underway at minimal cost. Line markings are being investigated by Kiwi / Tui team AP's.

International Student update

Jess met with Lee. Lee is making some very good progress and it is going to take a lot of time to get the processes and systems in place. Enroller looks very good as a tool to manage International student business and this would take away much of the administration side of the business. Jess encouraged Lee to get someone alongside to help her when she has big groups visiting. Jess is very impressed with the work Lee is undertaking. Comment from Luke. The dashboard shows a very slight projection over the next three years time. Matt responded that it is all related to how many classrooms we have available to house one Korean per classroom. Jess recommends that Lee's 0.8 continues through to the end of 2018. Unanimously agreed upon.



Application for Sabbatical – Study Grant

Alison Willis – sabbatical leave approved. Matt strongly supports this. All in favour. Passed.

Of note – Countdown Development

55 houses to be built in this area. This will affect our roll by an estimated 50 students. Plans are currently in council. Building likely to begin at the end of 2019. Mike Greer homes, a South Island developer owns all of the land.

Collective agreement update – Potential Strike – Impact on school and decision for the board

Question from Jess around strike action. Is this different from the PUM? Matt explained the difference. The first vote on Wednesday is do you accept/reject the current offer and the second vote is do you accept/reject possible strike action.

Policy Review Instructions

Matt showed how school docs works as per the written policies in the appendices. Matt to report to the board around CCTV footage around our school at next meeting.

Accounts to Ratify

\$108,905

Stott/Stewart

Correspondence

Nothing to discuss

Any Other Business

No other business

Points from Meeting

Christine – Quick 60 understanding as a board

Cherie – Quick 60 benefits

Paul – Quick 60 and Matt's costing of the shade sails

Jess – buildings and how long it takes for things to get moving



Mel – Shade sails, wellbeing of the child through the Quick 60 programme and AP reports

Luke – AP reports and community projects planned for and underway

Matt – board engagement and planning for future focus, celebrating victories such as Enroller for IS, Dashboards are great.

Scott – board direction, delighted with the IS business progress and finances.

Meeting Closed: 8.00pm



Ako Hōpara