

MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

Minutes Thursday 4 November 2021 7.00pm

Welcome	
Meetings protocol: Present: Kirsty Shepherd, Craig Nelson, Megan Pentecost, John Kirkup, Mark Guscott, Grant Plumbley, Apologies: Rachel Griffiths Declaration(s) of interest: nil	
Principals Report tabled <u>Principal's Sabbatical</u> <ul style="list-style-type: none">○ Verbal report given and written report to be presented at next meeting○ Craig thanked the BOT for the opportunity; Ron for his able management as Acting Principal especially coping with lockdown and the staff for their work in his absence○ He has returned with renewed enthusiasm for and confirmation of the direction the school is taking○ Ron has identified areas of work that he can continue taking responsibility for, thus allowing Craig to focus on Covid matters <u>Teacher-Aide (T-A) Budget</u> <ul style="list-style-type: none">○ School roll is down 25 compared to same date in 2020○ Til now the school has carried the cost of extra TA hours but this is no longer financially viable○ NB the school is very fortunate to have T-As of this calibre○ T-As have been informed and asked for their solutions to the problem○ The Principals Collective has also sent petitioned the government for a more realistic budget for T-As in schools <u>Local Curriculum Development</u> <ul style="list-style-type: none">○ Ron, Spencer, Caitlin and Charl are actively working on a 2 year plan commencing in 2022○ Plan & proposals to be sent to staff for feedback○ Board asked for a presentation to the BOT as well in the new year.	Craig Nelson

MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

<p>Craig moved his report be accepted. Seconded by Mark</p>	
<p>Strategic Discussion Only 35% of school donations/fees have been received. <u>BYOD (Bring your own devices)</u> – also refer to previous minutes</p> <ul style="list-style-type: none">○ After a lengthy discussion the BOT has taken the difficult but necessary decision to discontinue funding individual computers in school. Unanimous decision.○ This decision brings us in line with other schools; ie our sponsorship of computers for so long was unique○ Parents will now be responsible for providing electronic devices for each child from year 5.○ For those who cannot afford this a 3 year purchase scheme is available through Schooled-Up IT○ Schooled-UpIT provides pre-loaded computers, ongoing support and the school insurance programme will insure against damage while at school. Parents are responsible for damage incurred out of school grounds.○ Business community members have also been approached to determine what support they can provide- discussions ongoing○ Kirsty will send a letter to parents explaining this decision.	<p>Kirsty Shepherd</p>
<p>School Documents nil this meeting</p>	
<p>Monitoring <u>Financial report</u> tabled</p> <ul style="list-style-type: none">○ 2022 budget to be presented to the BOT at the next meeting○ T-As & BYOD already discussed○ Fall in school roll follows natural ebb and flow in the community but impacts negatively on financial resources and funding○ 2022 budget will seek to address this years shortfall○ In the meantime all non-essential expenditure curtailed○ the forecast for the rest of the year is break-even <p>John moved his report be accepted Seconded by Grant</p> <p><u>Property:</u></p> <ul style="list-style-type: none">○ Gutters repaired and replaced	<p>John</p> <p>Mark</p>

MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

<ul style="list-style-type: none"> ○ Fire alarm and drainage upgrades to be undertaken in summer holidays. <p><u>Health & Safety (H&S):</u></p> <ul style="list-style-type: none"> ○ No significant incidents or near misses ○ Earthquake and evacuation drill conducted ○ H&S walk completed ○ Holes discovered in lawn including a tunnel under the fence- dug by children ○ Playground – children will rake back the bark ○ All staff including volunteers are to provide the school with their Covid vaccination certificates <p><u>Personnel</u></p> <ul style="list-style-type: none"> ○ Principals appraisal due in December and will be available at the 1st meeting in 2022 ○ No changes in staff for 2022 ○ BOT elections moved from May to September 2022. Succession planning needs to be considered <p><u>Community</u></p> <ul style="list-style-type: none"> ○ RTV (Round the Vines) planning commenced amid considerable uncertainty – impossible to predict Covid trajectory. Discussion ensued re implications of including RTV in the budget. Leave out given the risks and uncertainties 	<p>Grant</p> <p>Kirsty</p> <p>Rachel</p>
<p>Meeting Admin</p> <p>Minutes of previous meeting accepted as true and correct. Moved by Kirsty. Seconded by</p> <p>Matters arising: discussed above</p>	
<p>Correspondence</p>	
<p>Meeting closed at 2030 Date of next meeting: 2-12-21</p>	