MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

Minutes February 24 2022 1900hrs

Welcome	
Meetings protocol:	
Present: Kirsty Shepherd, Craig Nelson, Megan Pentecost, John Kirkup, Mark Guscott, Grant Plumbley, Rachel Griffiths	
Apologies: nil	
Declaration(s) of interest: nil	
Appointment of Chairperson	
Kirsty Shepherd nominated by Grant Plumbley	
No other nominations or expressions of interest	
Seconded by Mark Guscott	
All in agreement	
Principals Report tabled	Craig Nelson
 A challenging start to the year: 2 staff vacancies not yet filled and 	
the school had to be closed for 1 week because of Covid contact	
and 1 staff member testing positive	
- Parents and children a bit nervous and 40 children still not back at	
school. Both staff and community need confidence building.	
 Holding staff meetings is difficult- currently held outside with social distancing 	
- Syndicates are working within bubbles	
- Staff & family welfare a priority- see strategic discussion	
- MoEd has a dedicated point of contact for schools with Covid: an	
excellent service, highly responsive, great advice and documents	
provided provided	
Craig moved his report be accepted. Seconded by Grant	
Strategic Discussion	Kirsty Shepherd
The presence of Covid within Martinborough and the school	Craig
community has brought its own difficulties:	
 inability to give definite answers & timeframes to staff and 	
parents: source of Covid unknown, planning is dependent on test results	

-	communication to the community crucial but also refects some	
	uncertainty	Megan
-	Year 1s have had to say goodbye at the school gates but teachers	
	have made a concerted effort to counteract this	
-	parents report that children are more anxious	
-	teachers report that it is difficult to read children's emotions	10.
	because of their masks	Kirsty
-	KS attended a Health Ministry meeting with a group schools &	
	reports that Martinborough is actually managing well: all teachers	
	vaccinated, high staff & community compliance with masks and	
	other Covid requirements.	
-	KS acknowledged the challenges of meeting strategic goals in the	Mark
	current Covid climate	
-	Mark also acknowledged the Principal's huge workload & offered	
	his support to Craig in times of stress	
-	Communication to parents discussed-ie was it timely and was it	
	informative enough. The school responded as soon as they were	
	aware & as previously mentioned the nature of Covid and	
	timeframes is at times uncertain	
School	Documents	
•	all relevant documents have been updated to reflect Covid policy	
	and are on the school website	
Monito	oring	
<u>Financi</u>	al report	John
0	No financial report received yet	
0	School budget is currently with Educational Services	
BYOD (Bring your own device)	
0	52 pupils have their own devices already	
0	\$15,000.00 donation organised by Dean de Bono which has made	
	a significant difference to this years budget.	
مدر مرطور	consider the constant Constant by such	
John m	oved his report be accepted Seconded by craig	Mark
Propert	ty:	
0	School house remains rented. Ngati Kahungunu remain interested	
	in purchasing but timeframe is unclear	
0	Work on the boiler to be undertaken in the next holidays because	
	of the presence of asbestos	
0	Alarm systems status: work in progress near completion	

Reflective strips have been installed to step edges around the		
school Leak in the ceiling of the end room in junior block – lining behind the toilet and the ceiling have been destroyed. Repair organised	Grant	
Health & Safety: report tabled O Also see property report		
 No incidents or near misses 		
 Trees on Robert St boundary. Arborist says while they are not an H&S risk yet they have grown & should be removed before they are a hazard. Rough estimate is \$40,000. 	Kirsty	
Personnel		
 2 staff vacancies. 30 applications- 29 from overseas. 1 very suitable applicant but will need to pass all immigration requirements. Martinborough rental and housing market an issue. Discussion re employing an agency to organise all the paper work- 		
may be possible to obtain a grant to fund this	Rachel	
Community		
 nil to report KS would like a "How do we communicate with you" discussion 		
with the community		
 KS asked BOT members to encourage others to stand in this year's 		
BOT elections and to refer expressions of interest to her		
Meeting Admin		
Minutes of previous meeting accepted as true and correct. Moved by Kirsty. Seconded by Mark		
A minutes secretary will be required for the next two meetings		
Matters arising: discussed above		
Correspondence		
Meeting closed at 2010		
Date of next meeting: 24-3-22		