

# MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

Minutes 18<sup>th</sup> May 2022 1900hrs

<b>Welcome</b>	
<p><b>Meetings protocol:</b></p> <p>Present: Kirsty Shepherd, Craig Nelson, John Kirkup, Mark Guscott, Grant Plumbley, Rachel Griffiths</p> <p>Apologies: Megan Pentecost</p> <p>Declaration(s) of interest:</p>	
<p><b>Principals Report</b> tabled</p> <p>* focus on reconnecting with families as Orange setting allows parents back into school. Lots of trips and events planned and the calendar is getting busier.</p> <p>* Laura has begun the personal growth cycle process with teachers already for the term.</p> <p>* Banked staffing is at \$24 k year to date. Some of this will get swallowed up in the winter and opening of a new entrant class in term 3.</p> <p>* we have unfortunately ended our relationship with Paul Patel and Associates, due to lack of communication for 6 months. The Ministry has supported and advised us on this move to IR group who are taking up this work around the Wairapa. We have had a first meeting with them and they are positive and proving very responsive so far.</p> <p>Craig moved his report be accepted. Seconded by Mark</p>	Craig
<p><b>Strategic Discussion</b></p> <p>*Turf project can continue, supported by finance discussion. We have asked Think Turf for a break down of the quote in order to remove extraneous cost. And to update for project management costs now that IR group have taken over from Paul Patel.</p> <p>Kirsty will apply for a couple more grants to make up the shortfall, and will meet with the Mayor to discuss Council's offer of consent fee relief or community funds towards the project.</p> <p>Finance discussion below contributes.</p>	Kirsty Craig John
<p><b>School Documents Policy Review</b></p> <ul style="list-style-type: none"> <li>Complaints policy circulated.</li> </ul>	
<p><b>Monitoring</b> <u>Financial report</u></p>	John

<p>Recruitment costs of \$10 for the two new teachers, about \$6 of which we can claim back.</p> <p>Bank staffing of 2021 will arrive in July \$22k.</p> <p>Banked staffing for this year sits at \$24 already and will be used over the winter and with opening of new new entrant class. In Term 3.</p> <p>Teacher aide pay settlement washup funding is coming in to \$36k in total which was not budgeted for. This is a good help.</p> <p>John moved his report be accepted                      Seconded by Grant</p> <p><u>Property:</u></p> <p>Drainage signed off,</p> <p>Leak in junior block office has been attended to as an emergency by IR Group.</p> <p>Boiler will be done in the summer holidays.</p> <p>Turf project needs confirmed quote and project management costs in order for us to proceed.</p> <p>School House sale – no update.</p> <p><u>Health &amp; Safety:</u></p> <ul style="list-style-type: none"> <li>○ No incidents or near misses.</li> <li>○ Padding ordered for senior playground.</li> <li>○ Bark chips are hard to find. Have been ordered but may take some time.</li> </ul> <p><u>Personnel</u></p> <p>Employment of South African teacher Caitlin Simpson is progressing. As soon as her visa is granted she can book a flight.</p> <p>Ben Westernra’s tutor teacher is Charl Jacobs and his .2 release is Michelle Williams, an experienced teacher.</p> <p><u>Community</u></p> <ul style="list-style-type: none"> <li>○ Round the Vines preparation is beginning again. October 15 is the target date.</li> <li>○ Kirsty asked BOT members to encourage others to stand in this year’s BOT elections and to refer expressions of interest to her.</li> <li>○ 150<sup>th</sup> celebrations 16/17 September.</li> <li>○ Community newsletter will be drafted to promote these events and the turf, and publicise the board’s role, and the elections, and circulate the complaints policy. Rachel to draft, Kirsty to review.</li> </ul>	<p></p> <p>Mark</p> <p>Grant</p> <p>Kirsty</p> <p>Rachel</p>
<p>Meeting Admin</p>	<p></p>

Minutes of previous meeting accepted as true and correct. Moved by Kirsty. Seconded by Craig .  Matters arising: discussed above	
<b>Correspondence</b>	
Meeting closed at 2010 Date of next meeting: 29-6-22	