

MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

Minutes Thursday 29 October 2020

<p>Welcome</p>	<p>Kirsty</p>
<p>Meetings protocol: Present: Kirsty Shepherd, Craig Nelson, Megan Pentecost, Rachel Griffiths, John Kirkup, Apologies: Grant Plumbley, Mark Guscott Declaration(s) of interest: nil</p>	
<p>Principals Report tabled and discussed</p> <ul style="list-style-type: none"> • Principal’s application for a sabbatical in Term III accepted. • Staff attended a full days training in Tiriti o Waitangi. • 5 staff attended a structured literacy conference in Christchurch • Achievement stats to be presented at the next BOT meeting. • 3 staff working groups underway: literacy, wellbeing and the local curriculum • A big thank you to Ngahuaia for her highly competent support to the school and the BOT. All agreed <p>Craig moved that his report be accepted Seconded by Rachel</p>	<p>Craig</p>
<p>Strategic Discussion</p> <ul style="list-style-type: none"> • Next strategic plan meeting due 2021 • Professional facilitator to be organised for meeting 	<p>Kirsty</p>
<p>Monitoring <u>Financial report</u> tabled and discussed</p> <ul style="list-style-type: none"> • Tracking well and no issues • Grant application (by Kirsty) to Trust House accepted and \$20,000 approved. Reserved for the sports Turf. To be used by April 2021 • Budget meeting to be held 31 October. <p><u>Property</u></p> <ul style="list-style-type: none"> • School house: property manager (PM) selected. PM advise painting and new curtains to gain optimum rent. Termination date for current tenants set for 31-1-21 • New Turf plan drawn up: Kindergarten has agreed to proposed boundary change which will benefit them 	<p>John</p> <p>Kirsty for Mark</p>

<ul style="list-style-type: none"> • Concreting completed, cost \$24K • 3 blocks need upgrade to smoke alarms. Upgrade will include an intercom to all rooms. Total cost \$30K. Will meet next building WOF requirements • Drainage project (near school office) being scoped <p><u>Health & Safety</u> Grant_not_present. No known issues</p> <p>Personnel</p> <ul style="list-style-type: none"> • Monica <u>Riddel</u> has resigned. • Principal's sabbatical takes place in Term 3 2021 <p><u>Community</u></p> <p>Round the Vines: deferred to 2021 because of Covid19</p> <ul style="list-style-type: none"> • Exact 2021 date to be decided at next meeting • \$2K in donations received • \$27K entry tickets refunded • Current balance \$36K • Huge thanks to committee for managing a very complicated year <p>School events: a very successful agricultural day was held on Wednesday</p> <ul style="list-style-type: none"> • Athletics day next Friday 	<p>Craig/Kirsty</p> <p>Rachel</p> <p>Craig</p>
<p>Policy Review Generic policies sent to all schools for adapting to each schools needs</p> <ul style="list-style-type: none"> • School documents now a standing agenda item • BOT members to review policies relating to their own areas of responsibility • Policy changes/updates to be recorded at BOT meetings. • This gives us good self review data too. 	<p>Kirsty</p>
<p>Pertinent school dates</p> <ul style="list-style-type: none"> • Leavers dinners 12/11/2020 • Prize giving 8/12/2020 • Final assembly 10/12/20 • Last day 11/12/20 • First day 3 /2/21 • Last day 2021 15/12/21 	
<p>Meeting Admin</p> <p>Minutes date of previous meeting (attached) confirmed <i>as</i> correct and signed by chair, Kirsty Shepherd</p> <p>Matters arising: nil</p>	<p>Kirsty</p>

Correspondence: nil	
Meeting closure Date of next meeting - December 3rd	