

MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING

Minutes June 18 2020 7pm

<p>Welcome</p>	
<p>Meetings protocol: Present: Kirsty Shepherd, Craig Nelson, Megan Pentecost, John Kirkup, Mark Guscott, Grant Plumbley</p> <p>Apologies: Rachel Griffiths</p> <p>Declaration(s) of interest: nil</p>	
<p>Principals Report Presented & discussed Professional development & career pathway for teacher aides (TA) developed by the Ministry without consultation with schools. Principals have been directed to sort out and enact. Funding for TA hours is inadequate to cover all aspects.</p> <p>Iwi action plan in early stages. This will be developed and shared further.</p> <p>Tuturumuri school's leftover funds are available to support Tuturumuri pupils in their new schools. We have applied for \$10,000.00 to support literacy development.</p> <p>Craig moved his report be accepted, seconded by Mark</p>	<p>Craig</p>
<p>Principal's sabbatical: Craig notified the BOT of his intention to apply for this sabbatical earlier in the year. The one term sabbatical is fully funded and all positions are back-filled. The Deputy Principal (DP) will take on the principal's role for the duration of this leave. The BOT acknowledged their role in supporting the DP during this time.</p> <p>Unanimous approval given for leave to apply for the Principal's sabbatical in Term 3 2021.</p>	
<p>Strategic Discussion</p> <ul style="list-style-type: none"> • Nil 	
<p>Monitoring <u>Financial report</u> Presented and discussed: YTD profit at end of May is \$27,708.00 Covid 19 has impacted on fundraising (Round the Vines postponed) and spending in property, maintenance and learning resources</p>	<p>John</p>

<p><u>Property:</u> Projects delayed because of Covid19, eg asphalt, roof, turf & house sale Ministry has asked for yet more detail in turf quote but allows BOT to top up with their own funds.</p> <p>Discussion re pine trees on boundary. Assessed by tree surgeon as safe in 2017/2018. Will sometime require spend to top or fell in future. Raised as future cost.</p> <p><u>Health & Safety</u> BOT knows it is legally liable for H&S of staff, pupils and others on school grounds. New H&S and Hazard registers developed to streamline and simplify reporting. Also to be a standing agenda item at weekly staff meetings. In the week prior to BOT meetings a hazard ID walk to be undertaken. Incidents reported to the BOT are serious or groups of incidents and those which have the potential to have a strategic impact. Accident/Incident register to be checked by BOT H&S rep when at the school.</p> <p><u>Personnel</u> New teacher employed for year one pupils. This is a fixed term position until the end of the school year.</p> <p><u>Community:</u> Kirsty reported for Rachel Need to identify the next project after sports turf. Previously the Round the Vines committee were consulted and then the community re next priorities. Senior playground identified. Then turf. The process is to be repeated and reported back. The criteria for short listing to be discussed and agreed but will include achievability and likelihood of being approved by Ministry property services. Time allocation is 2 months with a report to the BOT in August.</p>	<p>Mark</p> <p>Grant</p> <p>Kirsty</p>
<p>Meeting Admin Minutes of last meeting approved by BOT and signed by the Chair</p> <p>Matters arising: nil</p>	
<p>Correspondence nil</p>	
<p>Meeting closure 202 hours Confirm date of next meeting August 6th</p>	