

MARTINBOROUGH SCHOOL BOARD OF TRUSTEES MEETING
Minutes Thursday 20 February 2020

Welcome

Meetings protocol:

Present: Kirsty Shepherd, Craig Nelson, Megan Pentecost, Rachel Griffiths, John Kirkup, Mark Guscott, Grant Plumbley

Apologies: nil

Declaration(s) of interest: nil

Principals Report

Presented and discussed

- Teacher wellbeing highlighted as a focus this year; 5 teachers to attend a wellbeing conference in Christchurch.
- 5 teachers to attend a conference in Melbourne
- S Pallister is undertaking aspiring leadership study
- Difference in primary & secondary teaching strategies noted. Closer liaison with secondary school needed, especially regarding the needs of identified learners
- Closer liaison with preschools also required to ensure a smooth transition to primary education
- Principal gave advanced notice of his intention to apply for a sabbatical in 2021. This is fully funded by the MoE; ie includes staff cover for his absence.

Craig

Strategic Discussion

- The areas being focused on in 2020 are wellbeing, diversity and phonics.
- Further discussion on community engagement. Each syndicate is to make it's own decisions regarding meet and greet with parents.

Parents Information evening to be held

- Annual plan presented and explained by principal. This is an integrated, living document which has already been discussed with teachers. All teachers own plans align with and feed into the annual plan

- Long term Strategic Plan (SP) discussion led by Kirsty; 5 goals identified as Wellbeing, Achievement, Resources, Community and Stewardship. It was noted that the Marae's SP goals were similar (community and wellbeing) and as such presents an ideal opportunity to meet with the Marae committee and discuss common needs, goals and issues.

- It was also acknowledged that other cultures within the school community need to be considered and consulted.

Monitoring

Financial report:

There is a \$7,000.00 surplus for the year and we are over budget by \$3,000.00. Nothing unusual to report.

Property:

Painting and laying of asphalt deferred until next holidays.

Turf quotes are double the original quote; and we now need itemised quotes from all contractors. School community might be able to prepare the ground prior to turfing.

We have \$187k to spend in 18 months

Round the vines fundraiser due in March

Health & Safety:

Covid19- to date schools have not been advised to alter their practice.

Lockdown drill due – important to use something familiar (eg escaped cattle) as the cause of the lockdown etc

MoEd have sent out a hazard register that schools can adapt and use

Personnel

The standard process for the Principals appraisal is: the appraisal is conducted by an educational consultant, reported to the BOT chair and discussed at the in-committee session in the next BOT meeting. In – committee session 2050 to 2105.

Community

Rachael is on the organising committee for Round the Vines

Martinborough is funding a science box for the school.

Meeting Admin

2020 meeting dates confirmed

Minutes from 20 -2-20 (attached) confirmed as correct and signed by Chair

Matters arising: letters from parents discussed in closed in-committee session

Correspondence

2 letters discussed in-committee 2105 to 2115

Meeting closed 2115

Date of next meeting 7pm 26-3-2020