

## Martinborough School Board of Trustees

### MINUTES Thursday 5 December 2019 at 7pm

<p><b>Welcome</b></p>	<p><b>Kirsty</b></p>
<p><b>Meeting Protocol</b>  Present: Kirsty Shepherd, Craig Nelson, Rachel Griffiths, John Kirkup, Mark Guscott, Megan Pentecost, Grant Plumbley.  Ron Morrissey (to present 2019 Assessment Update)  Tess Monro (Minutes secretary)  Apologies: nil  Declaration of Interest: nil</p>	
<p><b>2019 Assessment Update End of Year Report-</b> tabled  Vice Principal, Ron Morrissey, explained the assessment measurements in reading, writing and maths required under the new standards. These involve reporting indicators for each year level and are based on overall teacher judgements (OTJ) which involve three methods: testing, work samples and teacher observation.  The data collection allows easy and immediate tracking of children throughout each tier of their primary school life and therefore teachers to respond promptly to individual needs.  A discussion was held on the measurements to date particularly relating to the outcomes for Maori boys. It was agreed that the school board and management need to reach and involve the Maori community more effectively. It was noted that this has been an ongoing endeavour.</p>	<p><b>Ron Morrissey</b></p>
<p><b>Principals Report</b> – tabled</p> <ul style="list-style-type: none"> <li>- Teacher appraisals have been undertaken.</li> <li>- Quarterly reporting of complaints &amp; concerns will now feature in the Principal’s report</li> <li>- No approval from MoEd for turf project yet.</li> <li>- Painting of the majority of the school will occur over the summer holidays.</li> </ul> <p>Craig moved his report be accepted. Seconded by John</p>	<p><b>Craig Nelson</b></p>
<p><b>Strategic Discussions</b></p> <ul style="list-style-type: none"> <li>• Achievement stats 2019</li> <li>• 2020 draft budget tabled and discussed. Accepted unanimously.</li> </ul>	
<p><b>Monitoring</b>  Finance: Auditor General’s report tabled &amp; discussed. Reminder to schools to beware of spending more than 10% of our Ops Grant on leases.  Property: no new activities  Health &amp; Safety: nil new  Personnel: Principal’s end of yr performance appraisal will be undertaken tomorrow 6 December.  Community: nil new</p>	<p><b>John</b>  <b>Mark Grant</b> <b>Kirsty</b> <b>Rachael</b></p>
<p><b>Correspondence</b></p>	<p><b>Kirsty</b></p>

<ul style="list-style-type: none"> <li>○ Letter from OAG -as above</li> <li>○ Letter from Roz Mason discussed in committee</li> <li>○ Letter from Hayley Brandon discussed in committee</li> </ul>	
<p><b>In-Committee</b> 2030 to 2115</p>	
<p><b>Property security incident</b>  PE container broken into twice over the weekend. Captured on security cameras. Police followed up with two ex-pupils- apology given and work undertaken on school grounds as penance.</p>	<p><b>Kirsty &amp; Craig</b></p>
<p><b>Meeting Administration</b>  Professional Development Reports  Minutes November 2019 confirmed correct and signed by K Shepherd, Chairperson</p>	<p><b>Kirsty</b></p>
<p><b>Meeting Closure</b> 2120  Next meeting date confirmed: 1900 hrs Thursday 20 February 2020</p>	