

Martinborough School Board of Trustees

MINUTES Wednesday 6 November 2019 at 7.00pm

<p>Welcome</p>	<p>Kirsty</p>
<p>Meeting protocol Present: Kirsty Shepherd, Craig Nelson, Rachel Griffiths, John Kirkup, Mark Guscott, Megan Pentecost, Grant Plumbley.</p> <p>Apologies: Declaration of interests:</p>	
<p>Principal's Report Discussed:</p> <ul style="list-style-type: none"> ● Teacher only day to be held this term 21 Nov with Liz Kane to reinforce the phonics programme in the junior school. ● Class lists are being prepared and transition information shared between teachers. ● Ops grant increase of \$18k since review is a positive outcome. ● First budget meeting held. Budget will be presented at the December meeting. <p style="text-align: center;">Report moved by Craig/Mark</p>	<p>Craig</p>
<p>Strategic discussions</p> <ul style="list-style-type: none"> ● Local Curriculum presentation - outlining the components already in place and how they fit together, drawing on a local content. The curriculum contains aspects of Learning Areas, SPIRIT values, key competencies, cultural competencies and an overarching Concept (a lens through which teaching and learning happens - The HOW). Staff in initial stages of constructing this document. Will take some time to tweak and complete as part of our ongoing review process. ● Me and My School Survey of students has been completed by years 4-8 students. Raw data shared. Survey is an NZCER tool to “take the pulse” as a snapshot of how children feel about school and how engaged in learning. <p>Martinborough School are consistent with national norms. Teachers will work through the results now and identify any trends or anomalies. We will also look at the correlation between academic results and engagement. Also correlations between year level, gender, ethnicity engagement and academic achievement. It would be interesting to know “how” the students and teachers found the exercise of the survey? Did they understand or were they confused by the questions? Did it prompt useful discussion? Is this a tool they think would be useful again? Was this the right time of year to conduct it?</p>	<p>Craig</p> <p>Craig</p>
<p>Monitoring Finance Initial budget preparation meeting has been held. OPS grant funding review has been completed and \$18k increase received. Indications for budget meetings have been positive. Budget will be presented at December board meeting.</p>	<p>John</p>

<p>Property Initial 10 YPP Meeting held. Removal and replacement of the asphalt - seeking confirmation of dates from the contractor. Would prefer this occurred in the summer holidays. Paint quotes have been sought and will be assessed on which buildings are in greatest need. For commencement in Summer holidays.</p> <p>Turf Project – Board approves project budget up to \$175,000 for Turf project. Ministry will now progress paperwork and approvals and detailed quotes can be sought. <p style="text-align: right;">Passed unanimously.</p></p> <p>Health and Safety External gates identified for assessment by caretaker. Board would like to know what health and safety measures are relevant to the turf project and use of multi purpose sorts turfs like the one we are purchasing, consideration of reflection, ground, use and materials discussed and information will be sought in the quote process.</p> <p>Personnel . Paula Ormiston has resigned and will leave at the end of the year. Class lists are being developed and syndicatges are working through allocations and information about transitions.</p> <p>Community Round the Vines 2020 will be the 25th year of the event. Planning well under way to make it the best yet.</p> <p>Discussion regarding methods of community engagement. Health and PE consultation still to go out.</p> <p>Further discussion about legacy and trusteeship will be had as we move to talk about strategy and the charter in the next year.</p>	<p>Mark</p> <p>Grant</p> <p>Kirsty</p> <p>Rachel</p>
<p>Meeting Administration</p> <p>Professional Development reports: Kirsty attended Charter and strategy NZSTA course on 30 October. Some aspects were useful and will be used in strategy discussions in the new year.</p> <p>Minutes – September 2019 – approved.</p> <p>Matters arising:</p>	<p>Kirsty</p>
<p>Correspondence. Nil</p>	<p>Kirsty</p>
<p>In- Committee Nil</p>	<p>Kirsty</p>
<p>Meeting Closure 9.00pm Confirm next meeting date - 5 December last BoT meeting of 2019</p>	<p>Kirsty</p>

**Next Board meeting:
5 December 2019 AT 7PM**