

ST MARTINS SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING HELD 6th DECEMBER 2016 AT 6.30PM

Unless either Michele or Rob are notified of any concerns regarding these minutes by Tuesday 13th December, they will available for staff, committees and parents to read online.

<p><u>PRESENT:</u></p> <p>Rob Callaghan (Principal), Nikki Tod, Mike Greenslade, Mel Opie, Jo Malcolm, Becky Ellis, Carole Clark, Karaitiana Taiuru, Bernadette May and Michele Stephens (Board secretary).</p>	<p><u>ACTION:</u></p>
<p><u>MINUTES OF THE PREVIOUS MEETING:</u></p> <p>The minutes of the meeting held 22nd November were accepted as true and accurate. Nikki/Rob</p>	
<p><u>FINANCE REPORT:</u></p> <ol style="list-style-type: none"> 1. No report for this meeting due to being held earlier in the month. Mike will circulate financial reports once they have been prepared. 2. Rob has started to work on the 2017 budget. It is a work in progress. Need to work out how to continue to run certain programmes that are no longer given specific funding. 3. \$8000.00 has been approved by the S'Mart Committee to go towards the purchase and installation of a heat pump system in the hall. 	
<p><u>PRINCIPAL'S REPORT</u></p> <ol style="list-style-type: none"> 1. Student Data report prepared by Bernadette. This is draft data, and will be finalized by March 2017. Also includes National Standards reporting. Bernadette explained some of the anomalies and why some data seemed to show low results. This was a comprehensive document and thanks go to Bernadette for all the work she put into this. 2. Swimming – Bernadette spoke with Jarad and Catherine. Where possible buses will transport children during break times to lessen the time wasted during the school day. However the programme has been shortened to a week, rather than the usual two weeks, so this will assist in reducing time wasted. Pioneer was chosen based on the good water safety lessons and the cost. Rob and Bernadette will draft up some information for the final newsletter to advise parents of the programme. 3. Post Earthquake evaluation report received. No new damage noted. 	
<p><u>WHĀNAU REPORT</u></p> <ol style="list-style-type: none"> 1. Recent Whānau meeting held on Friday 25th November went well. 2. Email received from Kerepeti Paraone, Kaitoko Mātauranga, Te Rūnanga o Ngāi tahu. Kerepeti's job is to support whānau aspiratons in Education for Ngai Tahu Learners that reside in Rapaki takiwā. A very exciting opportunity. Michele will arrange a meeting for Karaitiana and Rob to talk with Kerepeti. 	<p>Michele</p>

<p><u>REBUILD</u></p> <p>Nikki met with Peter Brown from Baldasso Cortesse and Phil Varley from OCTA on Thursday 1st December. They had a very positive meeting and Nikki felt that Peter and Phil were a good team. Phil feels the current design is the best for the lay of the land at St Martins. Sonny phoned Nikki to see if we were going ahead with the new team and Nikki confirmed we were. A meeting will be set up for the board to meet with Baldasso and OCTA on Thursday 15th December.</p> <p>Rob advised that Coralanne Childs was going to have another look at the roll numbers they have estimated for the St Martins rebuild.</p> <p>Rob advised an OIA has been sent asking for data on intermediate schools – numbers/out of zone data etc</p> <p><u>OTHER BUSINESS</u></p> <ol style="list-style-type: none"> 1. We had a successful earthquake and evacuation drill last month. 2. BoT Thank You to staff morning tea went well and was much appreciated by staff. Great turn out from the board. The board is also shouting the end of year lunch for staff which is held on the last day of term. 3. Year 8 graduation went well. Thanks to the Year 8 syndicate team for their hard work. Graduation is reviewed each year and Nikki felt this showed in this year's graduation ceremony which was even better than last years. There was some discussion about whether we could enlarge the awards to cater for those that may not usually get an award but worked extremely well within their capabilities. May be something to look at in the future. 4. Re the hall revamp – seating and staging to be looked at next year. 	
<p>There being no further items the meeting ended at 7.30pm. The next full Board meeting will be on a date yet to be confirmed in February 2017.</p> <p>_____ Approved _____ Date</p>	<p>All note</p>