

ST MARTINS SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING HELD TUESDAY 16TH MAY 2017 AT 6.30PM

Unless either Michele or Rob are notified of any concerns regarding these minutes by Monday 29TH May, they will be available for staff, committees and parents to read online.

<p><u>PRESENT:</u> Rob Callaghan (Principal), Nikki Tod (Chair), Mel Opie, Jo Malcolm, Mike Greenslade, Michele Stephens (Board Secretary)</p> <p><u>APOLOGIES:</u> Becky Ellis, Bernadette May</p> <p>Absent - Karaitiana Taiuru</p>	
<p><u>FINANCE REPORT (Mike):</u></p> <ol style="list-style-type: none"> 1. Surplus of \$25K for April. We are a little bit ahead of last year. 2. Student term costs seem to be increasing. There was some discussion around these costs, we need to review how these are advised and look at what is being charged. Michele and Rob will look at this. Also, look at other systems that could be used to collect money, especially for Extra Curricular costs. 3. Banked staffing is starting to accumulate, this is an area that continues to be monitored carefully. <p>Mike/Nikki</p>	Rob/Michele
<p><u>PRINCIPAL'S REPORT (Rob):</u></p> <ol style="list-style-type: none"> 1. COL – quite a bit of work is going on in the background. Rob attended an Expo meeting with COL's. Our COL will create broad but meaningful achievement challenges – hope to have this done by the end of Term 2/beginning of Term 3. Tapping into available funding to get this done. 2. School visits (rebuild) – these have been very useful. Great to have BOT along to these visits. Able to see issues, positives, barriers etc. Has been a valuable learning process and has opened up more critical thinking with great ideas and views coming out. Visited Lyttelton, Marshlands and Cashmere Primary and there were positives and negatives from all the spaces viewed that helps us to look at what is important for St Martins School. Senior leaders to collect feedback from their syndicates. 3. Zoning/catchment areas – Coralanne has not responded to Nikki's email re setting up a meeting. It feels like our zone has been predetermined by the Ministry and that there is no transparency from the Ministry around this issue. Build roll is calculated on the catchment area so it seems the Ministry want us to use this as our zone. Rob will speak with some local principals and craft some questions for Coralanne and get them out to the board. Nikki will not follow up on a meeting with Coralanne until Rob done this. 4. Interviews – Year 0/2 and Year 5/6 Maternity Leave positions, taking place on Wednesday 17th May. 6 interviews, two of these are Skype interviews. Board representation not available. <p>Jo/Nikki</p>	Rob
<p>The meeting moved into committee at 7.15pm. <u>Motion:</u> Moved by the Chair</p> <p>That the public be excluded from the following proceedings of this meeting.</p>	

<p>The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) if the Local Government Official Information and Meetings Act 1987 for the passing of this resolution is as follows:</p> <p>General subject of each matter to be considered: Reason for passing this resolution in relation to each matter: Good reason to withhold exists under Section 7</p> <p>Grounds under Sections 48 (1) for the passing of this resolution: 7 (2) (a) 48 (1) (a)</p> <p>This resolution is made in reliance on Sections 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole of the relevant part of the proceedings of the meeting in the public are as follows:</p> <p>To protect the privacy of natural persons. Carried.</p> <p>The meeting moved back to open format at 7.25pm.</p> <p><u>Motion:</u> Moved by the Chair That the meeting resume in public session and confirm that the business discussed in the public excluded session remains confidential to the Board. Carried.</p>	
<p><u>GENERAL BUSINESS:</u></p> <ol style="list-style-type: none"> 1. Board Elections – Mel will be standing down. Nikki can stand down before the end of her term to make way for a new parent rep. CES to do the elections. Michele to contact Wayne from CES. At start of Term 3 put a newsletter out to parents re the elections. 2. S'Mart Community – Mel attended a S'Mart Community meeting. They had lots of questions regarding the rebuild. Mel advised them there was not a lot to tell at the moment, but did advise them of the visits to schools to look at other rebuilds. Talked about the Wish List – Mel thought they might have had an old copy. Rob and Nikki are meeting with Jo Bethell tomorrow so will bring this up. Main discussion was the hall redevelopment project. They are happy to support this but not keen to run it. Mel has been in contact with Becky who is happy to lead this. Mel is waiting for specifications to come from Becky. Mel has added some extra names to the list of parents who may be able to assist. (This is on the BOT drive) 3. School Spirit – House Shirts look great. Rob to talk to the Pateman's about ideas of wearing house shirts at certain times to promote School Spirit. 	Michele
<p><u>MINUTES OF THE PREVIOUS MEETING:</u></p> <ol style="list-style-type: none"> 1. Nikki sent motion to Sonny Sun regarding allowing the progression of the planned rebuild. 2. Unsubscribing from School Links – notification not sent to parents as more investigation into the implications of this needs to be done, ie: unable to send out emergency texts, notifications to those who opt out. <p>The minutes were accepted as true and accurate.</p>	

Discussed information to be added to next newsletter from the Board. School visits, school costs, theft from caretakers shed, Winter Sports starting, Stage Challenge.

There being no further business the meeting ended at 9.15pm. The next full Board meeting will be on Tuesday 13th June.

_____ Approved _____ Date