

ST MARTINS SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING HELD TUESDAY 19th JUNE 2018 AT 6.30PM

Unless either Michele or Rob are notified of any concerns regarding these minutes by Wednesday 4th July they will be available for staff, committees and parents to read online.

<p><u>PRESENT:</u> Rob Callaghan (Principal), Bernadette May, Jo Malcom (Chair), Mike Greenslade, Kate Hodgins, Becky Ellis, Gabrielle Wall, Michele Stephens (Board Secretary)</p> <p><u>APOLOGIES:</u> Mark Broughton, Will Kereru</p>	
<p>Gabrielle opened the meeting with a karakia and Jo shared a whakatauki.</p> <p><u>MINUTES OF THE PREVIOUS MEETING:</u></p> <p>The minutes of the meeting held 22nd May 2018 were accepted as true and accurate.</p>	
<p><u>FINANCE REPORT:</u></p> <ol style="list-style-type: none"> 1. Surplus has gone up a little more since last month. 2. Discussion re Fixed Assets budget. Spent just under \$34k and the budget is \$35k. There were a couple of unexpected costs – heat pump replacement and laptop replacement for Michele. Mike will follow up with Megan to see if anything has been coded incorrectly. 	Mike
<p><u>PRINCIPAL'S REPORT:</u></p> <ol style="list-style-type: none"> 1. Performing Arts – Jo was surprised students only do two days a term for Performing Arts. Rob explained that teachers get two CRT (Classroom Release Time) days a term and these days are used to provide Performing Arts. This is then supported by the classroom programme run by class teachers. It was felt this should be incorporated into the report, not only programmes delivered by Trudy. Bernadette will follow up on this with Trudy. Also noted that the Stats are 'looking back' – we want to see the plan looking forward and a bit more strategic planning and outcomes. Kate asked about how itinerant music fits into this and can this be opened up to more students. Rob provided the history of this and that we are very lucky to be one of the schools to still have this. Itinerant Music is not school led or part of the curriculum and the resource is limited. There is no funding available to make itinerant music available to everyone. 2. Gate Programme – Bernadette Advised Tamara is growing into this role. The action plan still needs definition. Bernadette is continuing to work with Tamara and this will take some more time. Bernadette has shared previous information with Tamara to assist her. Jo asked do we need more resources/funding? Bernadette will put together a proposal for funding – will look at getting a team in to provide PD. We need to create something that is sustainable. Although there is still much to do, Rob does not feel GaTE students are at risk, we just currently do not have the funding/resources to take the programme to the next level. 3. Cultural Responsiveness report – Jo wanted to feed back to Carole to congratulate her on an excellent report. 4. Kahui Ako – Rob is meeting with Chris and David. Have come so far but there is still a lot of work to do. Now need to ensure a clear direction. 5. Appointment report – Personnel update. Rob believes the two appointments made are a great asset to St Martins School. They are Alice Denley who has been employed as a permanent full time teacher in Room 13 and James 	<p>Bernadette</p> <p>Bernadette</p>

<p>Robinson who has been employed as a fixed term full time teacher in Room 15 to the end of the school year. Deb Burn, Penny Ledgard and Catherine Barrie are picking up part time roles to cover release. Rob will send out a School Links to provide parents with an appointments update. Rob moved to ratify the positions, seconded by Jo Malcolm. Carried.</p> <ol style="list-style-type: none"> 6. We have been hit hard with sickness. Banked staffing still in a good position. 7. Rebuild ground works – all going well. Tilt slabs may be going in just after the school holidays. This may limit access to the hall and we may need to re look at the evacuation plan as we may need to assemble in a different area. The so turning ceremony will now be an opening and tree planting ceremony at the end of the rebuild. 8. Some out of bounds areas are causing concern. Looking at putting some fencing up. Have a quote, waiting to see if Hann Construction can get something cheaper. Fencing likely to go up after the school holidays. 9. Gaga Dodgeball – one parent has given us a quote to build. Hann Construction are also looking at what they could do. We would look at installing it near the Adventure Playground. <p style="text-align: right;">Rob/Jo</p>	
<p><u>CHAIRPERSON'S REPORT:</u></p> <ol style="list-style-type: none"> 1. Had a very good PCG meeting with Hann and MOE. Very good transparency and communication. Hann are a pleasure to work with. 2. Jo wanted to acknowledge the hard work Rob and Bernadette and the senior leaders are doing to put together the lunch time programmes. Working well and this is constantly being looked at to 'tweak' and improve where necessary. 3. Jo questioned School Docs – reporting to parents. States 'under review'. Bernadette will look at this as the review has already been done. 	Bernadette
<p><u>CORRESPONDENCE:</u></p> <ol style="list-style-type: none"> 1. School Docs 7/6/18 2. STA News May 2018 	
<p><u>GENERAL BUSINESS:</u></p> <ol style="list-style-type: none"> 1. Boulders – we have a number of large boulders that need to be placed somewhere and it would be good to only move them once. Consensus was that it would be good to have them in the front of the school. Rob will talk to Hann Construction about it. 	Rob
<p>The meeting moved into committee at 7.50pm.</p> <p><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</p>	

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:

To protect the privacy of natural persons.
Carried.

The meeting moved back to open format at 7.55pm.

Motion: 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.

There being no further business the meeting ended at 8.00pm. The next full Board meeting is at 6.30pm, Tuesday 21st August (or we may look at 14th August if required)

_____ Approved _____ Date