

ST MARTINS SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING HELD TUESDAY 11th December 2018 AT 6.00PM

Unless either Michele or Rob are notified of any concerns regarding these minutes by the start of the 2019 school year they will be available for staff, committees and parents to read online.

<p><u>PRESENT:</u> Rob Callaghan (Principal), Jo Malcolm, Mike Greenslade, Will Kereru, Mark Broughton, Gabrielle Wall, Kate Hodgins, Becky Ellis, Michele Stephens (Board Secretary)</p> <p><u>APOLOGIES:</u> Bernadette May</p>	
<p>Jo welcomed everyone to the final meeting of the year and Will shared a karakia.</p> <p><u>MINUTES OF THE PREVIOUS MEETING:</u></p> <p>The minutes of the meeting held 23rd November were accepted as true and accurate.</p>	
<p>The meeting moved into committee at 6.04pm. <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 6.28pm.</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>FINANCE REPORT:</u></p> <p>1. Surplus still high. Working capital very high.</p>	

2. Donations received only 88% of what was budgeted. We only budget for about 60% received.
3. Furniture quote \$15k for additional furniture needs for 2019 – Mike was asked if this should be from this year’s budget or next year’s budget. We will receive the furniture next year so we can put it in next year’s budget. We also need funds for fridges, microwaves etc and possibly specialist items for library, plus security costs.

APPOINTMENTS REPORT:

We are thrilled with the appointment of Sonia Hocking. She has a strong background in performing arts, and a music and drama background.

STRATEGIC PLANS:

Thanks to Mark and Jo for their useful comments on the plan. We will put this on the back burner for now and get back into it next year. Gabrielle will incorporate Jo and Mark’s comments and will get information from the whānau group.

PRINCIPAL’S REPORT: (Verbal)

1. Rob and Bernadette went to a seminar on Family Harm. It was an excellent seminar with very useful information and contacts. Will look at running a Teacher Only Day in March 2019 and have the speaker from the seminar come and talk to the staff.
2. Rob, Bernadette, Nicky Pateman and Alice Denley looked through the new build to sort out power points etc. Really impressive walking through the building. At the start of the year Rob would like the board to have the opportunity to walk through it.
3. We need to sort out the dates for the 2019 board meetings. Michele will put a draft together.

Michele

CHAIR’S REPORT:

Jo thanked everyone on the board for their hard work and all the extra work they have undertaken. Thanks to Rob and Bernadette – it has been a hard and challenging year.

WHĀNAU REPORT:

1. A good hui last time. Everyone excited by the waharoa plans. Will had a meeting with Paul from Pro Metal. Changed things a wee bit. Will talk about it more next year. Looking at the story for the waharoa. To get something finalised early next year so Will can get the scissor trusses ordered.

GENERAL BUSINESS:

1. We need to select fridges, ovens, microwave ovens as the dimensions are needed. We need to check what appliances would be most suitable for school use. We will consult with Garden to Table and with other schools and come back with ideas.
2. Final assemblies/farewells – will try to keep them streamlined. Thursday’s assembly used to be called the practice assembly and then was changed to Penultimate assembly. We have now renamed it Service and Celebration assembly to more correctly convey what it is all about. We will also farewell Trudy at this assembly. Jo will say a few words at the farewell. The final prizegiving assembly and farewell to the year 8’s is on Monday from 9.30am.

Rob?

<p>3. BOT contribution to Back to School BBQ – Friday 8th February. Board will contribute \$200.00 towards this.</p> <p>4. NZSTA 30th Conference. Kate asked if anyone has been to any of these. Gabrielle has been to a couple and has found them quite interesting. Kate is keen to find out more.</p>	
<p>There being no further business the meeting ended at 7.00pm. Dates for the 2019 to be set.</p> <p>_____ Approved _____ Date</p>	