

ST MARTINS SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING HELD 17th DECEMBER AT 6.00PM

Unless either Michele or Andrew are notified of any concerns regarding these minutes by January 2020, they will be distributed to staff and committees, and be available for parents to read in the school office.

<p><u>PRESENT:</u> Jo Malcolm (Chair), Kate Hodgins, Mike Greenslade, Becky Ellis, Mark Broughton, Solly Turner, Gabrielle Wall, Alice Denley, Will Kereru and Michele Stephens (Board secretary).</p> <p><u>APOLOGIES:</u> Andrew Mouat</p>	<p><u>ACTION:</u></p>
<p>Gabrielle opened with a karakia.</p> <p><u>MINUTES OF THE PREVIOUS MEETING:</u> The minutes of the meeting held 26th November 2019 were accepted as true and accurate.</p>	
<p><u>FINANCE:</u></p> <ol style="list-style-type: none"> 1. Surplus just over \$11k – expect to see that drop with final bills coming in. 2. New budget layout different to previous years, good changes to make it easier to understand. Does PD include release? Will look at budget in the new year once all expenses are in for the year and discuss any budget questions at that time. 3. Shortfall budgeted for 2020 camps. Unsure how things will pan out with the new way we need to ask for costs. <p><u>PRINCIPAL’S REPORT:</u></p> <ol style="list-style-type: none"> 1. Fixed term units – leadership team discussed the process with the team leaders. Invited teachers to apply, looked at strengths across the school. A good spread of units through the syndicates. Teachers happy to be given the opportunity for leadership. 2. Property – discussion regarding courts. Board agreed this was for management and key personnel such as Jarad and Catherine to make the final decision. Board did feel two courts were needed with multi functionality. Will ¾ courts suggested actually be true ¾ courts? The board would like Andrew to ask Tim for dimensions. Hoops – the board did feel that \$4k per hoop seemed expensive however it was noted Opawa School have these hoops and find them an excellent choice. The board have put this back to management and sports staff to decide. 3. Fencing – there has been discussion with Whānau group. Fence must be behind the waharoa. Board wondered if there was any point doing just one section of the fencing – would it not be better to do it all at once. Would it give a false sense of security to have just the front completed? The white fencing has no significance however the gates with SMS on 	

<p>them would need to be retained. The board would prefer to see the whole fencing plan.</p> <ol style="list-style-type: none"> 4. Government allocation of money (\$380k) – could this be used for hall refurbishment along with money the S’Mart Community has raised? Becky will dig out the plans for Will to have a look at. He will then get a concept plan done and a bit of a budget sorted. We would also like a new oven for the staffroom. Agreed to purchase of oven. 5. Bag storage/shade – Was there a quote for putting the shade sail up? This is still in process. Preference is to have covers over the bag storage as MOE have advised they will pay. Agreed we should go ahead with this while the offer is still there. 6. Year 0-2 data was not available as Andrew was unable to find it on Assembly Student Management system, hence the reason only Year 3 to 8 data has been provided. 7. Are we happy to continue with the same auditor? Yes. 	
<p><u>CHAIRPERSON’S REPORT:</u></p> <ol style="list-style-type: none"> 1. Jo formally resigned as Board Chair and from the SMS Board. 2. Jo thanked the staff for all their hard work, we have great teachers and a strong community. 3. Jo asked Kate to be acting chair until a new chair was appointed in the New Year. <p>Jo/Will</p>	
<p><u>WHĀNAU REPORT:</u></p> <ol style="list-style-type: none"> 1. Will is stepping down as Whānau Board rep and Ranui Calman will take his place. We will work through the process next year to sort out the hand over. 	
<p><u>GENERAL BUSINESS:</u></p> <ol style="list-style-type: none"> 1. CHS zone – Jo has received a deluge of emails from SMS parents. Discussion on whether we would submit anything regarding the proposed zoning changes. It was decided Gabrielle would write up a submission passing on the concerns of the parents. 2. Jubilee Trust – They would like a new Board rep. Kate has agreed to be that person. 	
<p>The meeting moved into committee at 7.16pm</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) of the Local Government Official</p>	

Information and Meetings Act 1987 for the passing of this resolution is as follows:

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

Grounds under Sections 48 (1) for the passing of this resolution:
7 (2) (a) 48 (1) (a)
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:
To protect the privacy of natural persons.
Carried.
At 7.18pm the meeting resumed in open format
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 items the meeting ended at 7.18pm. The next full Board meeting is currently set for Tuesday 18th February 2020, at 6.30pm.

_____ Approved _____
Date

All note