

Ngunguru School Board of Trustees meeting held 20th February 2018 in the School staffroom at 6.30p.m.

PRESENT: Terry Sage, Rick Sayer (Principal), John Woolley, Carolyn Spearpoint (Staff rep), Evan Barclay, Linda Barrie.

Apologies: Rodney Ngawaka,

Minute Secretary: Lenise Ludlow

Karakia

New Declarations of Interest called for: None declared

Agenda: tabled and endorsed.

Minutes of previous meeting dated 7th December 2017 tabled.

Endorsed as a true and correct record. Evan/ Carolyn Carried

No Matters Arising from minutes.

STRATEGIC DECISION.

2018-2020 Charter and Operational Plan tabled

Rick took the Trustees through the charter, discussion followed. Linda suggested the development of students global citizenship goals be a consideration for the new charter and strategic plan this year.

MOTION: 2018- 2020 Charter and operational plan adopted Rick/Terry Carried

COL's report. Committee have agreed to go with a writing focus this year. Ngunguru School was going with a reading focus this year, staff will consider changing focus to writing to maximise resourcing and professional learning development opportunities that the COL will provide.

Professional Development

Rick has been accepted for a PLD Strategic Leadership for Principals programme with Sprigboard Trust. A programme that matches Principals with a capacity partner assisting them to develop strategic goals and redevelop strategic plans.

2018 Budget tabled at the December meeting.

M.O.E operational grant, Maori Language funding has increased due to extra hours of Te Reo language per week per student.

Staffing Entitlement allocation from the anticipated July 2017 roll has dropped since the first notification. Next allocation will be from the roll return in March 2018.

MOTION: 2018 draft Budget be adopted

John/ Carolyn Carried

BOT Vacancy:

Due to the resignation of Deb Mackie from the Board due to ill health discussion took place whether another Board member was required with the skill sets of the existing Trustees.

Board decided to go ahead and advertise, as is the required procedure and that they would be looking to fill a casual vacancy by selection.

STRATEGIC PLANNING;

Analysis of Variance 2017 was tabled and discussed.

Areas of improvement were discussed. MOE's authorised student management system (Assembly) Year One end of year assessment system does not include the end of year assessments instead using the mid year reporting therefore gives an inaccurate report, for effective school reporting and planning purposes.

Policy Review Schedule for 2018 was tabled, this year's review Finance, Health & safety and Community partnerships.

PERSONELL AND PROPERTY

FONS'S : Hiring of an event /fundraiser liaison/ co-ordinator was discussed in depth. A job description is to be compiled. Position is to be a fixed term.

MOTION: Look at a liaison coordinator for 6 hours per week on a twelve month fixed term position to support administration aid to FONS's .

Terry/Rick

Carried

FINANCE: Reports compiled by John for November and December 2017 were tabled.

After School Care showing a large profit.

ASB Administration account went into overdraft for a short time due to a Term deposit that was due in a few days.

Report adopted John/ Rick

Carried

PRINCIPALS REPORT: (attached) Prepared and tabled by Rick.

Matters arising:

MOTION: Accounts passed for payment by the finance committee be approved.

Rick/Carolyn

Carried

Water sports day has been cancelled; after discussion with the staff it was decided to cancel this years planned water sports day due to the number of students. Alternatives will be discussed. Evan asked that the community be informed as to why the water sports day had been cancelled.

Bus Safety; After several close calls with vehicles Ritchies bus drivers consider the Steam Boat Landing an unsafe area to exit from. The alternative Memorial park was not successful. Board will write to the Whangarei District Council to ask for repairs to the road edging and to clear the roadside of vegetation.

Property Report (prepared by P Tuhaka) tabled. No matters arising.

Principal’s report adopted: Rick/ Linda Carried

Property Update.

Terry has met with the Senior manager of MOE Property. No building plans have been finalised as yet and no further communication with MOE property has been received.

Storage for school furniture/equipment is becoming a problem. Rick and Terry to look at the possibility of getting an additional shed onto the property.

CORRESPONDENCE: Inwards/ outwards correspondence (attached). No matters arising.

Correspondence adopted. Terry/ Rick

Next meeting Tuesday 20th March 2018

Meeting closed at 9.00 p.m.

CHAIRPERSON

DATED