

MATAKANA SCHOOL BOARD OF TRUSTEES
MIINUTES OF MEETING ON MONDAY 14 NOVEMBER, 2011 AT 7.00 PM

PRESENT: Lisa Bindon, Darrel Goosen, Graeme Smith, Claire Allen, Craig Dawson, Karen Davies, Phil Randle, Jane Watson, Jenny Blythen.
Lisa welcomed Jane to the meeting.

APOLOGIES: Maria Masterantonio

DECLARATIONS: Craig Dawson declared his potential conflict of interest regarding the Montessori Trust's request to use Rooms 16 & 17, as he has children in the class and his wife is Chairperson of the Trust.

MONTESSORI REPORT (Jane Watson):

Jane spoke and answered questions about the written report and presented a slide show of the children working in Room 15.

Lisa thanked Jane for her report and presentation.

PRINCIPAL'S REPORT:

► On behalf of the Board, Darrell is to thank Neil for organising the Year 6 Puberty Evening.

Final Reports

These were discussed.

2012 Charter

Notice from the Secretary of Education to submit the Charter by 1/02/12.

Last day of term - 15/12/11

- The Board approved school closing at 12.30 pm on 15/12/11

Finance:

Reimbursement - Heat Pump / Power Balancing Projects

Danica McPhee (MOE) has advised these projects have been submitted for approval for reimbursement this week.

2012 Draft Budget

► This will be presented at the next meeting.

Property:

Matakana Zone - Draft Submission

The draft submission from Martin Dancy was discussed.

The Board are not opposed to this and would like to see the proposal before it is submitted.

► Graeme is to advise Martin Dancy.

Road Marking (New Right Turn Bay into School)

Darrel presented this approved plan from Auckland Transport.

Drainage

Sid Fletcher is to inspect the fields this week and the drainage work will be completed before Christmas.

Motion: Moved that the Principal's Report, Finance Report and Property Report are approved.

Moved: Lisa / Seconded: Phil

All in favour

CRF SUBCOMMITTEE:

Sponsorship Package

► Phil is to e-mail the Board the prepared package that will be given to sponsors.

MONTESSORI REPORT (Rachel Dawson – Chairperson MMPT):

Key points in this report were discussed.

2nd Teacher

The Trust is advertising for a 2nd full time teacher due to the roll increasing.

2nd Classroom

The Board are supportive of this and the suggestion of combining Rooms 14 and 15 was considered the best option.

► Montessori Trust will investigate this further.

The Trust will be required to fund this, but there may be some funding available from Board maintenance funds.

INFO CENTRE UPDATE:

Karen presented a plan for this which was discussed at length.

Darrel explained how the Centre would be used.

► Costings are still to be completed.

Lisa thanked Karen and Darrel for the update.

150th ANNIVERSARY UPDATE:

Planning for this is progressing.

Ways to make contact with ex pupils / staff are to be considered.

CURRICULUM DELIVERY POLICY:

The Board approved this policy as presented.

DOGS ON SCHOOL GROUNDS:

The Board discussed the need for a policy for this.

► Lisa is to draft a policy.

MINUTES:

Minutes of the previous meeting were approved.

Moved: Lisa / Seconded: Phil

All in favour

CORRESPONDENCE:**Inward:**

NZSTA Auckland Branch Report

Ahuroa School re their application to MOE to become a special character / composite school

Outward:

Air Con North Auckland / Mark Munro Electrical – thanking them for their work on the heat pumps / electrical upgrades

Meeting Dates: 7.00 pm 12 December

Meeting closed at 9.25 pm

Actions required	Responsible
Thank Neil for organising Y6 Puberty Evening	Darrel
2012 Draft Budget	Finance Committee
Matakana Zone Draft Submission	Graeme
Montessori Trust 2 nd Classroom	Craig
E-mail Sponsorship Package to Board	Phil
Dogs on School Grounds Policy	Lisa
Complete costings for Info Centre and email to Board	Karen