

**MATAKANA SCHOOL BOARD OF TRUSTEES  
MINUTES OF MEETING ON MONDAY 16 AUGUST 2021 AT 6.30 PM**

**PRESENT:** Liz Molloy, Darrel Goosen, Cate Ashwell, Mike Sutherland, Scott Allen, Wendy Chittenden, Alex Davids, Maryann Steel, Ellen Edwards, Sophie Kurmann, Jenny Blythen.

**APOLOGIES:** Hamish Barton, Natascha Hurt.

**DECLARATIONS:** Nil

**MID-YEAR ASSESSMENT REPORT:**

Maryann explained the details of the achievements in year groups and for the whole school and the mid-year analysis samples for Reading, Writing and Mathematics.  
The Board thanked Maryann for the report.

**WHOLE SCHOOL READING REVIEW:**

Sophie explained the details of the achievements for 2020, the current programme delivery, specific interventions to improve achievement of priority learners / specific interventions to extend students achieving above the standard and the survey responses and results. The next steps and recommendations and requests for extra funds were discussed.

- The Board approved the following costs:  
Betsy Sewell's Agility Sound Programme for Y5/6 \$526.87 plus GST  
Reading Together Programme \$510.00 plus GST  
Professional Development – reliever cost \$346 per day (total cost to be confirmed)  
Release Day for planning for Literacy Lead Teachers – reliever costs \$1384  
Moved: Alex / Seconded: Cate  
All in favour

The Board complimented and thanked Sophie for the report.

**GROWING PLANTS & MINDS – THE GREEN UNICORN:**

Darrel introduced Matt Smith who gave a detailed presentation of this native plant nursery programme and explained the fundraising platform, timelines, funding approaches etc. to the Board. It is proposed that the Kāhui Ako Schools will work as a collective group on this. This was discussed and Matt answered questions from the Board.

The Board thanked Matt for his presentation.

- The Board are keen to pursue this idea.

**PRINCIPAL'S REPORT:**

**Personnel**

This was discussed.

**Prime Maths**

Darrel spoke on a report of the Mathematics results of New Zealand students compared with other countries that a practitioner had presented at the NZ Principals' Conference. This was discussed. Darrel assured the Board that Matakana School was performing well in Mathematics using the Prime Maths programme.

**Finance**

**2020 Annual Audited Report**

- This was approved.  
Moved: Wendy / Seconded: Cate  
All in favour

**Student Counselling Programme**

The extension of this programme was discussed.

- The Board approved the cost of \$3460 to continue the programme to the end of the year and to look at including in the 2022 budget the cost of \$10380 for next year.  
Moved: Liz / Seconded: Alex  
All in favour
- Wendy is to talk to Mel Bentley (LSC) for possible feedback from parents / students on the programme.

**Outdoor Sound System**

- The Board approved the quote from Mark Macleod of \$8500 plus GST for this.  
Moved: Mike / Seconded: Liz  
All in favour

## **Hall Stage Extension**

Scott presented designs for this. The Board discussed the designs and agreed to proceed with obtaining quotes from ITM for materials.

- Scott and Cate will work on this.

The Board thanked Scott for his detailed designs.

## **SPONSORSHIP / GRANTS / DONATIONS / FUNDRAISING / EVENTS**

Liz, Cate and Alex reported:

### **Sponsorship and Grant Report from Kim Scott**

This was discussed.

- Darrel and Kim to prepare a priority list of items that would be suitable for Grant applications.

### **Fundraising Budget**

This has been achieved for 2020.

### **PTA Update**

New parent morning teas and/or new parent evenings were discussed.

### **Matakana Community Update**

There is support for the End of Year Event to be a school and community event.

### **Tuhi Books**

Sponsorship of these has been confirmed and quotes for printing are being obtained.

## **PROPERTY**

### **Building Improvement Programme**

A meeting was held with Keith Tickner and all plans were presented and discussed. Everything is on track and work is forecasted to start in the first quarter of 2022.

### **5YA/10YPP**

This was submitted on 1 June but still has not had approval from MOE.

### **Junior Playground**

Quotes for resurfacing were discussed.

- Quotes for digging out both surfaces of the Junior and Senior Playgrounds and quotes for a base for both are to be obtained and then a decision will be made on what the resurfacing material ( eg rubber or bark) will be used.

### **Hall Canopy – SIP Funding**

Quotes presented for this were discussed.

- Quote 2 would be the preference or Quote 3 if the cost can be negotiated to be similar to Quote 2.
- Mike is to discuss Quote 3 with Fabric Structure.

### **Wi-Fi Upgrade**

This has been approved by MOE and installation is set for 23-27 August.

## **General**

### **Out of Zone Pre-enrolment Periods 2022**

- The Board approved two out of zone pre-enrolment periods for 2022, one for Terms 1 & 2 and one for Terms 3 & 4. There will 20 places available for out of zone enrolments, but no places for Year 4 students.

Moved: Liz / Seconded: Alex

All in favour

Moved that the Principal's, Finance and Property Reports are approved

Moved: Darrel / Seconded: Liz

All in favour

## **SPONSORSHIP / GRANTS / DONATIONS / FUNDRAISING EVENTS UPDATE:**

This was covered in the Principal's Report.

## **PROPERTY UPDATE:**

This was covered in the Principal's Report.

**WELLBEING UPDATE:**

Alex reported:

- A Board role description for wellbeing is being worked on.
- A mini booklet of wellbeing initiatives is being planned to go out to parents.
- A question and answer session with parents is being considered.

**KĀHUI AKO UPDATE:**

Darrel reported:

- Kapa Haka Workshop Day will take place at Mahurangi College for groups of Year 5/6 students this term.
- A meeting with the local iwi Ngati Manuhiri was very successful.

**MINUTES:**

Minutes of the previous meeting were approved by email on 27 May 2021.

Moved: Hamish / Seconded: Alex

All in favour

**CORRESPONDENCE:**

NZSTA newsletters

**Meeting closed at 10.15 pm.**

**Next Meeting: Monday 20 September 2021 at 6.00pm**

<b>Actions required</b>	<b>Responsible</b>
Student counselling feedback – see Mel (LSC)	Wendy
Materials for Hall Stage Extension	Scott/Cate
Grant Priority List	Darrel/Kim
Playgrounds – quotes for preparing surfaces for resurfacing	Darrel/Pat
Hall Canopy negotiation with Fabric Structure	Mike