

**MATAKANA SCHOOL BOARD OF TRUSTEES
MINUTES OF MEETING ON MONDAY 29 NOVEMBER 2021 AT 6.00 PM**

PRESENT: Liz Molloy, Darrel Goosen, Cate Ashwell, Mike Sutherland, Scott Allen, Hamish Barton, Wendy Chittenden, Alex Davids, Ellen Edwards, Jess Bertelsen, Claire Allen, Jenny Blythen.

APOLOGIES: Natascha Hurt.

DECLARATIONS: Nil

MATHS SHORT REVIEW 2021:

Ellen explained the details of the data analysis, action priorities, monitoring and evaluating. A focus for the new year will be to support new teachers and also students who may have fallen behind due to lockdown. A teacher to work with struggling Year 2-3 students was discussed.

Liz thanked Ellen for the report.

ICT PROCUREMENT PLAN 2021-2022 UPDATE:

Jess explained this. These costs are covered in the budget and committed funds.

Liz thanked Jess and Ellen for the update.

LOCAL CURRICULUM DELIVERY PLAN:

Claire explained the Core Curriculum Areas, Inquiry Learning and Other Learning Areas. This abridged document is available on the school's website and is given to parent at the beginning of the year at the orientation meetings.

The Board is to encourage parents with any questions concerning the school curriculum to contact the management team or the teachers directly.

Liz thanked Claire, Jess and Janet for the plan.

PRINCIPAL'S REPORT:

Covid-19 Traffic Light System

This is not changing anything for schools currently starting in 'Red' next year with schools open and health measures in place.

Tuhi Magazine

Orders from parents have been sent out. Darrel thanked everyone involved with this project.

Draft Charter / Strategic Plan 2022-2024

Board to look at this document which was discussed and will be discussed further early next year.

Personnel

End of year resignations and 2022 new appointments were discussed.

Finance

School Donations for 2022

These were discussed.

- Moved that these be set at \$275 for one child and \$125 for additional children.

Moved: Liz / Seconded: Hamish

All in favour

Health & Safety

Swimming Pool

The pool will not be open to the public over summer due to Covid restrictions.

Year 6 Graduation

Ellen explained how this event is being held which will be lived streamed.

Student Reports

End of year reports will be emailed to parents/caregivers on Friday 10 December, except for Year 6 Reports which will be emailed on Monday 13 December.

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

Moved: Darrel / Seconded: Liz

All in favour

Liz thanked Darrel for everything he has achieved over a very challenging year, Wendy for being an amazing staff rep and Jenny for preparing Board Minutes and finance work.

SPONSORSHIP / GRANTS / DONATIONS / FUNDRAISING EVENTS UPDATE:

- Cate reported that there was a structure in place now to cover the sponsorship for 2021-2022.
- Darrel reported that the sign framework was ready to go and should be installed soon.
- Thanks to Kim for obtaining the sponsorship for the Workshop sign.

There was discussion on the Board supporting the PTA in getting more involved with school events and activities.

BOT ELECTIONS UPDATE:

Liz reported that the triennial Board elections are not taking place until September 2022, but the legislation re filling vacancies remains the same.

Cate Ashwell and Natascha Hurt will be resigning from the Board at the end of the year

The Board discussed the options of co-opting.

- Liz, Cate, Darrel, Kim and Jenny will look at preparing a portfolio for recruiting a new parent rep.

PROPERTY UPDATE:

Darrel reported:

- The 10 Year Property Plan has still not been received from MOE.
- Building Improvement Plan – Keith Tickner has advised that MOE will be paying the full amount for three reclads and one rebuild.
- Hall Stage Extension / Hall Stage Lift – there has been no further progress on these projects.
- Junior and Senior Playgrounds – the cushionfall chip to be funded by the Pyrus Grove developers will be done before school resumes in 2022.
- Hall Canopy (SIP Funding) – contractor will be decided soon. MOE have advised that this project has been given another six months to complete.
- Field has been sprayed for ‘prickle weed’.
- Hall Kitchen Ovens – thanks to Cate for the donation of two ovens. Also, thanks to Jeff Smith from Matakana Kitchens for their donation of a panel and cutting it to fit.

WELLBEING UPDATE:

Hamish and Alex acknowledged that it has been a difficult time for teachers and appreciated being able to meet with staff to discuss the issues. Wendy and Darrel thanked them for their time and the Board for their support and their communication to parents which has had a positive impact.

The school is to be signed up to Mitey which supports schools to implement a mental health education programme which will be overseen by Mel Bentley.

KĀHUI AKO UPDATE:

Darrel explained the Professional Learning Development applications that are made to MOE that the eight schools have to agree on.

Matakana School has been accepted as the lead school for the Better Start Literacy Approach professional development contract. Wendy will be leading this project.

All schools have agreed to go ahead with The Green Unicorn Programme that Matt Smith presented to the Board.

Wendy reported that she had been reappointed as an Across School Leader and alongside the Better Start Literacy Approach contract will be attending the Diverse Learners Group.

MINUTES:

Minutes of the previous meeting were approved by email on 8 November 2021.

Moved: Mike / Seconded: Wendy

All in favour

CORRESPONDENCE:

Official Information Act request has been received regarding vaccinations rates etc.

- Liz will respond on behalf of the Board.

Liz thanked Cate for her time on the Board and everything she has done for the school.

Meeting closed at 9.00 pm.

Next Meeting: Monday 21 February 2022 at 6.00 pm