

LAKE ROTOITI BOARD OF TRUSTEES MEETING
TUESDAY 14TH May 2017

Present

Giles Panting, Rachel Allright, Phil Crawford, Dominique McCrostie, Anna King, Nicky Crawford

Apologies

Ian Thorneycroft

Appointment of Officers

Chairperson – AK nominates Phil Crawford, RA seconds

Finance – NC nominates Dominique McCrostie, AK seconds

Property – RA nominates Anna King, PC seconds

Matters Arising

Letter to School Support (re: classroom renovation) – Giles has sent to Graeme Street saying we're going to have to postpone the project due to building costs being double the estimate we were given. Graeme suggested we go to Ministry to ask for extra financial help with this explaining we don't even have enough funds to upgrade to a modern learning environment.

Action - Giles to pursue and approach the ministry

No Freedom camping signs – PC brought a sample of symbol signs. More talk of fencing off the carpark with bollards and chain to make school look like a private space and prevent driving entry afterhours and over the weekend.

Action: PH to sort out signs and investigate cost and design of fencing

Bus Operators licence - DM only has goods service licence, would need to get passenger service licence

Action: DM to look into exam times and costs and work on getting TSL.

Bus Signage: At this stage there is not a lot of options with flashing signage, nothing approved from NZTA. Therefore, we can't just put our own signs, lights etc on the bus.

Action: GP to ask police presence in village to keep an eye on the run and maybe put a presence on the road at the times of the bus.

Anna moves minutes from last meeting are accurate, Rachel seconds.

Reports

Swimming lessons – were fantastic, more than 50% take-up, small groups with positive feedback regarding our children. Well worth it. Giles is following up with Wakefield School with a view to getting another week before the end of Term 1.

Police vetting – good take up so there is a group of parents all vetted and ready to go for any activities

Monitoring

Finance

Defer until next meeting

Property

Need to remain aware that we remain proactive with a set annual review for the school house rent. Robbie is going to be reminded to complete the rest of the insulation. School house oven is not working correctly, going to be checked out, if it can't be repaired we will need to get a new one (possibly Elaine is getting rid of hers) Also need to get a rangehood installed and price for retrofitting double glazing.

Action: Giles to get Richmond Glass and Robbie to give quotes for double glazing and finish the insulation. GP to get Voltz to try and repair the oven.

Health and Safety

Field day incident – we need to keep in mind that in certain events it can often be the quiet child/person that is more serious.

Action: Giles and Anna to tidy up hazard register before JUNE!

Any Other Business

Student achievement: Giles circulated data to the Board. Global target nationally of 85% at or above standard – our targets are set above this with 90% for reading and writing and 97% for maths. Below standard children will be specifically targeted to try bring them up to standard. Teacher aide is being timetabled more rigidly to give a better idea of how the time is used to justify the costs and the impact that this work is having. Writing – looking into doing some more transactional writing to help with children who are below standard and see if it's been a factor in the assessments.

Board has approved student achievement targets for the year.

Action – GP to submit Charter, Strategic Planning, Analysis of Variance, Annual Planning and Student Achievement Targets to the Ministry by the 1st March deadline.

2017 Budget Approval: Giles has updated the figures since last meeting, \$10k deficit. Possibility that the School House repairs and maintenance could end up above budget as we assess through the year what funds we have available to make repairs.

Board approves the budget.

Trustees Code of Conduct: Reminder that we have all signed requiring us to operate in the best interest of the school at all times. Board members to review before next meeting.

School Camp itinerary: Giles had prepared a draft itinerary for the Board's information.

Swimming pool: Permits have been submitted to TDC for approval.

Library Storage: library storage was discussed. Also discussed the possibility of extra storage for larger items (eg. scenery, crash mats etc)

Action – GP to get quotes for storage containers.

School bus run (letter): Giles had received a letter from Stu Davidson regarding concerns from driving the school bus for the first two weeks of term – mainly significant concerns regarding safety on the SH63 to Wairau run. Giles had forwarded the letter to NZTA (Wellington) and received a placatory reply and the letter has also been forwarded to the Police Operations Manager for consideration (ie. more police presence)

Video clip: Giles shared a short video clip on C21st learning. We all agreed to watch this again at the start of the next meeting and discuss.

Action – GP to send link for video clip.

Meeting closed at 5.30 pm.

Next Meeting – 23/04/17 @ 3.15pm