



Maraetai Beach School

Mission Statement: A learning community that provides an exciting, challenging programme designed to extend student's horizons in a secure, safe environment

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING

Held at Maraetai Beach School, Maraetai
On TUESDAY 28th November 2017, 6.00pm

Present:

Paul Bennett (Chair)
Mark Keenan (MK) (Principal)
Maria Lamberto Calvo (MLC),
Craig Rooks (CR)
Vonja Young (VY)
Damian Powley (DP)
Wayne Gillard (WG - Staff Rep)
Linda Kerfoot (LK - Minutes Secretary)

Apologies: None

Visitors: Lesley Crawshaw (PTA Chair)

1	Open and Welcome	Follow up
	<p>a) CR opened and welcomed everyone to the meeting at 6.00pm</p> <p>b) CR requested any conflict of interest declaration based on agenda. Nil</p>	



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2 and 3	Strategic discussions and decisions	Follow up
	<p>a) Draft Strategic Plan tabled by MK to the Board. MK talked to the Strategic Plan.</p> <ul style="list-style-type: none"> - Align to Kahui Ako - CR asked next 3 key goals not going to change. Review last few years. Link to students achievements. - Planned refurbishment complete - H& S engage staff in plan (restraint) - Consultation with community - Annual Plan (see plan) - Peer Coaching Programme trial - PLD – Afl Year 3/Te Reo/PB4L - Appraisal Evaluation – change in 2018 - Curriculum Review – Maths/Reading - New school development inquiry model - Core Education Provider – Te Reo - Meeting with Local Iwi (dedicated Maori team) - Language weeks - New SENCO Rebecca Norrish and another Learning Support Teacher - Digital Learning Plan, introducing STEM lessons, Robotics. PB asked about tracking digital fluencies - Ground Development Plan on track - New pool motor, upgrade pool area – tidy up <p>PTA (Lesley Crawshaw) – ICT, Robotics, Cricket Net Area, Tiger Turf, Staff Jackets, Staff budgets. MK talked to this wish list. Discussion over events to be held for next year. Two big events planned - Hamper Raffle and Auction Night.</p> <p>b) Discussion on MK appraisal recommendations.</p> <p>a) Monitoring of BOT time CR 6, MK 8, WG 2, VY 4, MLC 5, DP 1</p> <p>b) Budget Review 2018 CR thanked MK for all his hard work on this budget. One of the goals to increase our end of year working capital. Target \$100,000. Forecast this year to finish on \$42,000. CR tabled budget to Board and talked through it. Discussion on various issues. MK talked to the PD in the budget. Staff retention. Any comment or questions were called for.</p> <p>Motion to accept 2018 Budget: PB raised, VY seconded, unanimous.</p>	



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4	Monitoring Reports	Follow up
	<p>a) Principals Report MK tabled his report. An end of year gift for staff was suggested. Board discussed. Agreed individual gifts should be purchased for staff. VY to organise. LK to provide list of staff. Relocatable classrooms on track for 19th January 2018. Security cameras in pool area. Deterrent.</p> <p>Motion to accept quotation on security cameras: PB raised, MLC seconded, unanimous.</p> <p>An Honours Board was suggested. MK to look into. MLC to gather information also.</p> <p>H & S report, discussion. Water</p> <p>Motion: To accept tabled Principal's report Raised PB. CR seconded, unanimous.</p> <p>b) Board Chair's Report PB tabled report.</p> <p>Motion: To accept tabled Chairs Rep: To accept report Raised PB, CR seconded, unanimous.</p> <p>b) Finance Nothing else to report. PB asked if any questions on current budget.</p> <p>c) Property New account set up for rent. Insurance paid.</p> <p>e)Policies and Legislation: Salary Units. Discussion. Wording quite clear. MK to provide list of salaried units. 4 VY, implementation of this policy procedure.</p> <p>Pool policy – “unless under parent supervision” to be taken out of policy.</p>	<p>Follow up</p> <p>LK</p> <p>MK, MLC</p> <p>MK</p>



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5	General Business	Follow up
	<p>School Evaluation Indicators – agreed as Christmas Homework to review.</p> <p>PB to set up as Google doc.</p>	PB
6	Administration	Follow Up
	<p>a) Motion: to approve the minutes of the meeting held on 31st October 2017 as a true and accurate record. Raised PB , Seconded CR , unanimous</p> <p>b) Action Points from previous minutes c) Correspondence tabled d) Identify agenda items for next meeting as per work plan review</p> <p>Meeting closed at: 8.00pm</p>	
	Next Meeting: To be advised at 6.00pm in the staff room	