



# 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 31<sup>st</sup> October 2017, 6.00pm

**Present:**

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

**Apologies:**

Paul Bennett (PB) (Chair)  
Damian Powley (DP)

**Visitors:**

Tilly Curham

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><b>a) Technology and Science showcase</b>            Tilly Curham presented a slide show highlighting Science and Technology for Year 7 &amp; 8s at Maraetai Beach School.</p> <ul style="list-style-type: none"> <li>- Science, Habitat study – Sustainable Coastlines</li> <li>- Technology at Beachlands School and here at MBS food technology with Mrs Curham/Digital Technology Mrs Laker</li> <li>- We Are What We Sow – sustainability , Maraetai Market Day, Trash to Fashion</li> <li>- Planning for 2018 May the Force be with you, sound light electricity and magnetism.</li> </ul> <p>Discussion on this and what we could do for the future.</p> <ul style="list-style-type: none"> <li>- More Science in primary school (evident from survey)</li> <li>- Robotics for 2018</li> <li>- Old tuck shop kitchen utilized for food technology – looking into this</li> <li>- New block of classrooms to be intermediate with view to having technology</li> </ul> <p><b>b) Strategic and Annual Plan/            Parent, Teacher Iwi Consultation feedback</b></p> <ul style="list-style-type: none"> <li>- Retention of good staff, resources, professional learning, “Mind Lab” Post Grad course, E-learning, and Leadership opportunities</li> <li>- Board “thank you’s”, small gestures appreciated by staff, valued and acknowledged</li> <li>- School values, part of PB4L programme, increase signage (evident from survey)</li> <li>- Office staff mentioned and commended in survey</li> <li>- New build information evening, keeping people well informed</li> <li>- Visible plan for roll growth, needs to be well communicated. Website, Facebook</li> <li>- Learning support, TA Support, training for special needs children, learning assistant to free up Rebecca Norrish</li> <li>- Technology - funding for Robotics,</li> <li>- parent information evenings, open up classrooms for parents to visit for technology and PB4L</li> <li>- High levels of support from the community</li> <li>- Acknowledgement of students, recognition</li> <li>- Cultural curriculum changes</li> </ul>	



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## 2018 Foci

- Roll Growth – communication to community
- Expanding Learning support
- Robotics and STEM
- Open days – open days see eLearning in action
- Increase Signage
- Bi Cultural – PLD
- Afl PLD
- PB4L

## Property/CAPEX:

- Signage
- Cyclical maintenance (School house painting)
- Pool pump needs replacing (\$10,000), cobbles, paint work, changing room flooring, paint seating in house colours
- Cricket nets, Long Jump
- Rear entrance improvement
- Robotics
- Furniture

## Actions: Circulate Cap. Ex and Grounds Maintenance

**Grant applications to be made — Funding for Sports uniforms, tiger turf, rugby posts pads**

**MK to summarise community survey feedback and bring to board for discussion**

**c) Monitoring of BOT time  
CR 2 , MK 5 , WG 1 , VY 1 , MLC 3**

**d) System for sharing Mark's appraisal**  
Mark tabled appraisal report to board members to read  
MK asked the board for a budget to be able to attend conference, workshop, seminar, towards own professional development.

**Action: Board to give feed back to PB within the next week Friday 11 November.**

**MK**

**Janine  
Chamley**

**MK**

**ALL**



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	4 Monitoring Reports	Follow up
	<p><b>a) Principals Report</b></p> <p>MK tabled report.</p> <ul style="list-style-type: none"> <li>- Howick COL an across school teacher appointed from our school – Liz Whittaker appointed after interview last Wednesday. Within school applicants called for. MLC and VY agreed to interview applicants.</li> <li>- Staffing for next year appointed. John Mulbreght and Brooke Wallen. Phillip Davies starts tomorrow as Caretaker. Liz Whittaker appointed as Team Leader Year 5/6, Rebecca Norrish SENCO</li> <li>- Provisional Staffing increased</li> <li>- 5YA plan approved</li> <li>- Roll growth project report</li> <li>- Aztec Builders to begin 16 November set up, finish 19 January</li> </ul> <p>School donations for 2018 to remain the same</p> <p><b>Motion: CR raised a motion for 2018 to be kept the same, seconded MLC, unanimous.</b></p> <p>Pool keys to have a \$50 bond to ensure return. Increase key holder cost \$100.</p> <p><b>Motion: CR Raised a motion set key price to \$100 and to include a \$50 returnable bond, WG seconded, unanimous.</b></p> <p><b>Action: MK to investigate ADS security camera in pool area. Linda to update pool agreement to increase price and send VY copy of pool agreement to look at bond.</b></p> <p><b>Motion: To accept tabled Principal's report</b>  <b>Raised CR. MLC seconded, unanimous</b></p> <p><b>b) Board Chair's Report</b></p> <p>CR tabled report.</p> <p><b>Motion: To accept tabled Chairs Rep: To accept ort Raised CR, MK seconded, unanimous.</b></p> <p><b>Motion</b></p> <p><b>c) Finance</b></p> <p>No report this month. November</p>	<p><b>Follow up</b></p> <p><b>MLC; VY</b></p> <p><b>MK</b></p>



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	<p><b>d) Property</b> New tenant rent to be paid into a separate account. <b>Action: MLC to make sure account set up</b></p> <p><b>e)Policies and Legislation:</b> New policy agreement update on privacy.</p>	<b>MLC</b>
<b>5</b>	<b>General Business</b>	<b>Follow up</b>
	None.	
<b>6</b>	<b>Administration</b>	<b>Follow Up</b>
	<p><b>a) Motion: to approve the minutes of the meeting held on 26<sup>th</sup> September 2017 as a true and accurate record.</b> <b>Raised CR, Seconded MLC, unanimous</b></p> <p><b>b)</b> Action Points from previous minutes Letter re donations, house rent, sign no parking  <b>c)</b> Correspondence tabled  <b>d)</b> Identify agenda items for next meeting as per work plan</p> <ul style="list-style-type: none"> <li>- Strategic plan</li> <li>- Budget</li> </ul> <p><b>Meeting closed at: 8.20pm</b></p>	
	<b>Next Meeting: Tuesday 28<sup>th</sup> November at 6.00pm in the staff room</b>	