



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

**MINUTES OF MARATAI BEACH SCHOOL BOARD MEETING**

Held at Maratai Beach School, Maratai

**On TUESDAY 23<sup>rd</sup> May 2017, 6.00pm**

**Present:**

- Paul Bennett (PB) (Chair)
- Mark Keenan (MK) (Principal)
- Craig Rooks (CR)
- Damian Powley (DP)
- Wayne Gillard (WG - Staff Rep)
- Linda Kerfoot (LK - Minutes Secretary)

**Apologies:** Maria Lamberto Calvo (MLC), Vonja Young (VY) arrived 6.10pm

**Visitors:**

<b>1</b>	<b>Open and Welcome</b>	<b>Follow up</b>
	<ul style="list-style-type: none"> <li>a) PB opened and welcomed everyone to the meeting at 6.00pm</li> <li>b) PB requested any conflict of interest declaration based on agenda. Nil.</li> </ul>	
<b>2 and 3</b>	<b>Strategic discussions and decisions</b>	<b>Follow up</b>
	<p><b>a) Maori &amp; Pasifika student's progress report</b></p> <p>MK tabled a report on Maori &amp; Pasifika progress report. MK noted the number Afrikaans students moving into the area to monitor. MK asked for comments from the board members who attended to Hui and Fono. Positive comments. Word of the Week introduced. Kapa Haka group to perform. Marae visit last year, Matariki study this year. Whole school plan to be introduced. Still long way to go. Looking at establishing a dance group. Establishing a relationship with local Iwi. Hui online feedback - Teaching of the Treaty. MK asked for questions from the board members. DP commented he was pleased on positive feedback. Also asked the Hui was going to be a regular thing. PB asked how we would measure key goals going forward.</p> <p><b>b) Report asTTle writing data</b></p> <p>WG introduced a slide show presentation with the board. Both MK &amp; WG pleased with results. WG &amp; MK explained how this testing is managed to show any disparity. Also very confident with the moderation that goes into these tests.</p>	



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	<p>PB asked how these results were being tracked over the last few years. WG explained how he was tracking these comparisons. WG talked through each of the Year groups. Every teacher has done an analysis to monitor progress to identify areas of students of concern.</p> <p><b>c) Monitoring of BOT time</b>          PB talked to the need now for board members to monitor their time spent on BOT Business. Discussion was held around this. Two options, item on the agendas or PB to fill it out. Agreed to add to agenda as regular item to be completed each meeting.</p>	<p><b>PB</b></p>
<p><b>4</b></p>	<p><b>Monitoring Reports</b></p>	<p><b>Follow up</b></p>
	<p><b>a) Principals Report</b></p> <p>MK tabled report.</p> <ul style="list-style-type: none"> <li>- Roll at 288.</li> <li>- Every 2 years Health curriculum. Mk asked for feedback.</li> <li>- MK asked for board approval for another group of International students. Discussion. Senior school only. Positives, friendships, interaction.</li> </ul> <p><b>Motion: to accept a third group of students. Raised PB, seconded CR. Unanimous (MLC asked for a review further down the track on the number of International Students).</b></p> <ul style="list-style-type: none"> <li>- Water treatment – can use funding from our 5YKA. Had to replace bore pump during holidays. UV filter treatment needed. Do we spend our contingency money to water treatment upgrade?</li> </ul> <p><b>Motion: to accept PB, seconded WG, unanimous.</b></p> <ul style="list-style-type: none"> <li>- MK tabled report created by Mike Selby for costs for ongoing water treatment annual budget. MK explained what is required for servicing requirements. Thanks to Mike Selby for his time and effort producing this report.</li> <li>- Submission of our ten year plan. MK tabled block summary from the Ministry of Education. Discussion. Following questions to ask Steve Waters:</li> <li>- 1. If we don't upgrade the portacom toilets is there any way to improve them?</li> </ul> <p><b>Motion: We agree on the following 5YA priorities as listed in the draft plan – Block 1 Room 1 &amp; 2 class refurbishment, prefab upgrade Room 5, Block 1 roofing replacement, Block 4 replacing spouting and clearlites. Raised PB, seconded MLC. Unanimous.</b></p>	



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- Roll growth, temporary classrooms. MK advised board Ministry owned, or leased. Takapuna has one Ministry owned available now. Have to wait for two leased modcoms.

**Motion: To accept tabled Principal's report**

**Raised PB. Seconded MLC . Unanimous.**

**d) Board Chair's Report**

- Health & Safety. Caretaker not to use chainsaw until safety course until training completed

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PB tabled report.

**Motion: To accept tabled Chairs report**

**Raised PB. Seconded MK.**

**e) Finance**

Report tabled. School house rental behind. Everything else on track. Nothing to report.

**Motion: To accept tabled Finance report**

**Raised PB. Seconded MK.**

**f) Property**

**School House**

- Increase in rent
- Insulation done
- Builder to complete other work

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**Motion: To accept tabled Property report**

**Raised PB. Seconded WG**

**g) Policies and Legislation**

- School docs presented to board.
- CR 3<sup>rd</sup> bullet point commented add Pasifika and Asian students. Reviewed as a board. WG processed the review and submitted.



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	<ul style="list-style-type: none"> <li>- MK asked if board was happy to review this way. Agreed.</li> <li>- PB asked if it was easy to access as a parent. MK advised yes.</li> </ul>	
<b>5</b>	<b>General Business</b>	<b>Follow up</b>
	<ul style="list-style-type: none"> <li>- Wrap it Up taken over by Kindo. MK advised we have to communicate to parents that we will have to re-login everyone after end of Term 2. All current payments will be rolled over.</li> </ul>	
<b>6</b>	<b>Administration</b>	<b>Follow Up</b>
	<p><b>a) Motion: to approve the minutes of the meeting held on 11<sup>th</sup> April 2017 as a true and accurate record. Raised PB. Seconded CR.</b></p> <p><b>b)</b> Action Points from previous minutes  <b>c)</b> Correspondence tabled  <b>d)</b> Agenda items for next meeting as per work plan</p> <p style="text-align: center;">Meeting closed at: 8.10pm</p>	
	Next Meeting: Tuesday 20 <sup>th</sup> June at 6.00pm in the staff room	