



Maratai Beach School

Our Purpose: People, Potential, Planet - Growing a community of successful lifelong learners

MINUTES OF MARATAI BEACH SCHOOL BOARD MEETING

Maratai Beach School Staffroom
On TUESDAY 13 April 2021, 6.00pm

Present: Mark Keenan (MK) (Principal)
 Maria Lamberto Calvo (MLC)
 Tristan Gilchrist (TG - Minutes Secretary)
 Simon MacKechnie (SM)
 Vonja Young (VY)
 Simone Beesley (SB)
 Brook White (BW)
 Damian Powley (DP)
 Robyn Krawitz (RK) (Staff Rep)

Apologies:

Visitors:

1	Open and Welcome	Follow up
	<ul style="list-style-type: none"> a) MLC opened and welcomed everyone to the meeting at 6.06pm. b) MLC requested any conflict of interest declaration based on agenda. c) DP opened the meeting with a karakia 	
2 and 3	Strategic discussions and decisions	Follow up
	<p><u>Learning Support 2021 Presentation</u></p> <p>Literacy - we specifically target y1 and 2's to pick them up as early as possible to close any gaps at a manageable stage.</p> <p>10% of our school population are on the learning support register. Once they are on the register, they don't come off, there is continual monitoring. These students are identified by their classroom teachers, given assistance from the team leader and then referred through to LSC. We require that the teacher has already tried strategies with the student, and the information with regards to the students needs are shared between the teacher, team leader, LSC and parents.</p>	



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	<p><u>10YPP Property Plan (2 x 5YAA)</u> Spending on Health and safety is first priority; infrastructure next; and finally modernisation (this is where we have a choice to a certain extent). Whatever you don't spend does roll over to the next financial period. The new build won't be included in our funding equation for the first 10years of it's life. There is a possibility that part of our 5YA funding next time may go towards the leaky building issues for the hall. We will have the AMS to do with as we please. The assessment will be undertaken around October as we are up for our next drop in 2022.</p>	
4	<p>Monitoring Reports</p>	<p>Follow up</p>
	<p>a) Principals Report</p> <p><u>eAsttle results</u> We are looking at only Y5-8 at this time of year. At the end of the year, the Y4's will also be included. We have changed our testing format, and now include an adaptive test in order to get more accurate results. This is a national test. When we are compared with all schools, we are doing well. In comparison to Auckland schools most of our students are doing well. Our Y6's are a group who we have identified as needing more assistance, this has been the same for all their schooling. We analyse through raw scores as we believe this gives a clearer picture. We use this information to determine what areas need to be targeted. Also links into the education resources for teaching gaps.</p> <p><u>Intermediate Camp</u> What is the response to a parent injury? - the same as the process for a student or teacher.</p> <p>Motion: to approve the Raglan camp for Intermediate School in May. Raised SM, Seconded VY, unanimous</p> <p>Our day camp last year was so successful we are looking at continuing this on odd years with overnight camps on even years.</p> <p><u>Staffing</u> Anna Bairstow is replacing Dean for T2, best of luck to Dean. Lisa Vermaak is leaving the office and will also be missed. We are currently interviewing for this role. Action: MLC to offer an Exit Interview to LV</p> <p>Our student numbers are slightly down at present, however this is not an issue as yet.</p> <p>Fixed Term Contracts - new case law has meant that this issue has become watertight. Where we have identified issues with these with some of our teachers, they have been updated to be compliant.</p>	<p>MLC</p>



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<p>Action: to send a generic Fixed term support staff contract to VY for appraisal</p> <p>PLD funding can be used school wide.</p> <p>Congratulations to the PTA on a fantastic Easter Picnic, which was also a fantastic fundraising effort.</p> <p>Motion: To accept Principals report as tabled Raised BW, seconded SB, unanimous</p> <p>b) Board Chair's Report</p> <p>Great feedback on Simone's communication. No feedback from Zaylene as yet. Feedback from DB exit interview - the school is in the best place presently that he has seen. Parent meeting with regards to Te Reo completed.</p> <p>Motion: To accept Chairpersons report as tabled Raised MK, seconded DP, unanimous</p> <p>c) Finance</p> <p>Proposal of change in budget for MOE salaries and Use of land/buildings, this doesn't affect our funds as it is an in and out figure. The adjustment to depreciation does affect our budget, however this won't affect our working capital.</p> <p>Motion: to accept the changes to the working budget Raised DP, Seconded BW, unanimous</p>	<p>TG</p>
<p>Action: to contact Michael to update the budget for the auditors. Auditors are visiting 10 May</p> <p>Motion to accept the Finance report as tabled Raised DP, seconded SB, unanimous.</p> <p>d) Property</p> <p>New build - Discovery of asbestos while conducting the dig, have received no further communication with regards to this. We have a new relocatable classroom on the way, further information is forthcoming. House inspection went smoothly.</p>	<p>SM</p>



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	<p>Heatpump - do we want to put a heatpump into the house? Do we want to keep the house longterm? Shall we make a decision on the heatpump once we have an idea of the state of repairs needed for the roof. BW to report back 2 quotes each on roof repair and heatpumps. Also to have gutters cleaned and window repaired. To discuss in further detail at the next meeting. Action: VY to complete a title search to determine if the house is on a different title. Once title received MK to follow up with MOE if necessary.</p> <p>Motion to accept Property report: Raised MK, Seconded DP, unanimous</p> <p>e) Policies and Legislation:</p> <p>Home Learning ***** Finance and Property planning *****</p> <p>f) Health & Safety</p> <p>Nothing to report</p> <p>g) Community Engagement Community letter completed and well received. Newbuild - would be great to have some communications to the community with regards to where we are at. After the PCG, MK to send SB some bullet points. Action: include in communication from the board thank you to the PTA for Easter picnic, parent helper for camps</p> <p>Motion: To accept all Reports as tabled Raised VY, Seconded DP, unanimous</p>	<p>BW VY</p> <p>MK / SB</p>
5	General Business	Follow up
	<p>Other business:</p> <p>Monitoring board time: MLC 8 MK 4 DP 1 VY 2 SM 5 SB 3 BW 4 RK 8</p>	
6	Administration	Follow Up



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	<p>a) Motion: to approve the minutes of the meeting held March 2021 as a true and accurate record: Raised MK, seconded SB, unanimous.</p> <p>Action Points from previous minutes: Action: Tristan to update email contact details and remove obsolete board emails - completed Action: SB community notification of who the board is.- completed</p> <p>b) Correspondence - nothing to table. c) Identify agenda items for next meeting School house as discussed. Action: MLC to update agenda as discussed for May meeting</p> <p>Meeting closed at: 8.23pm</p>	
	<p>Next Meeting: 25 May 2021 at 7pm via zoom.</p>	