



Maraetai Beach School

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

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING

Held via Zoom

On TUESDAY 25 August 2020, 7.00pm.

Present: Mark Keenan (MK) (Principal)
 Wayne Gillard (WG - Staff Rep)
 Craig Rooks (CR) - (Chair)
 Maria Lamberto Calvo (MLC)
 Tristan Gilchrist (TG - Minutes Secretary)
 Damian Powley (DP)
 Simon MacKechnie (SM)
 Vonja Young (VY)

Apologies: -

Visitors: -

1	Open and Welcome	Follow up
	<ul style="list-style-type: none"> a) CR opened and welcomed everyone to the meeting at 7.11pm. b) DP led a karakia c) CR requested any conflict of interest declaration based on agenda. 	
2 and 3	Strategic discussions and decisions	Follow up
	<p><u>Feedback on NZCER Survey</u> Last completed in 2016. 21 out of 23 teachers responded anonymously. Given the current situation, this survey reflects fabulously on how our staff feel about our school. It has been an interesting time with distance learning, some decisions have had to be made by the senior leadership team leaving the team leaders to focus on the distance learning. This has meant there is a feeling that not all decisions are collaborative, however we have had to move quickly. We have had teachers who feel they have missed out on leadership positions at the school but feel they are ready for leadership. Although it is difficult to have more teachers wanting to further their leadership experiences than we have roles for, this is a good position for the school to be in. Time (having enough of it, as well as utilising what we have) has been identified as an issue, this is in every school and is something we continually look at as a SLT. Changes are being made to the Collective Agreement to assist with workload, but there is also a learning curve for some of our teachers to ensure they are able to manage their own time better.</p>	



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	<p>From the results of this survey, we will ask staff if they would like the SLT to be in the classroom more to give feedback on performance. Teachers have enough scheduled time to work together - we have coaching sessions every week for example, however is the connection being made? We need to look into this result, are they wanting more CRT? There is no more available release however Are there resources through the ministry should the staff feel there is no worklife balance? No, it is something we would need to look at as a board.</p> <p>*The norm is NZ wide for whoever has completed the survey.</p> <p><u>Community Survey</u> Should we do it this year? We did a shortened survey last year. There is usually a small response and we predict it would be less this year with so much going on. There may be a mismatch in what is happening at school with all the changes that we have taken on this year. A lot of questions may be irrelevant due to the countrywide situation. Answers may be tainted due to people having a rubbish time, and so not something we can rely on to make changes for the future. Has there been feedback from distance learning? Yes and we will be doing it again at the end of this current lockdown. Is this enough feedback from parents to give a picture of where we are heading? We believe so.</p> <p>Motion: to not put out the community survey but survey parents about how the distance learning process has gone Raised CR, seconded MK, unanimous</p>	
4	Monitoring Reports	Follow up
	<p>a) Principals Report</p> <p>As attached. Peter, Phil and Wayne, thank you for your efforts with the sports programme. Practices will continue in Level 2 even if the games are unable to. The kids still need something sportswise. Thanks to Kate Deane for her work on our new reporting which has been put through to the End of Year reports. We are going to run week by week in level 2. At present, anything involving students carries on. Hui, Fathers Day celebration are cancelled; Fun run and ball are continuing as it only involves the school students. We have had to postpone the production to 2021 as we can't risk getting everything organised and not be able to perform. Staffing - congratulations to Lindsay Henderson on her new role. Kate Deane will take over the TL role, JAH will take over the classroom teacher role for T4.</p>	



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Julie Baranowski is returning from the UK for the roll growth room. We are not replacing RG on her maternity leave.
 Natalie Carver will be returning next year. Roby Bullough will be returning T2 2021.
 SIP projects - we have moved the resource room, project will be starting Tuesday. Tiger turf starts Sept. No date as yet for the heat pumps.
 External users will be able to use the site in Level 2 when we change back to being able to have more than 10 users.

**Motion: To accept Principals report as tabled
 Raised CR, seconded SM, unanimous**

b) Board Chair's Report
 Nothing to report

c) Finance

Monthly report.
 YTD 20k surplus which isn't where we wanted to be but we are slowly moving back into the positive. Parent donations are slightly under budget but given the context of the year we still see this as positive.
 We have pushed the PTA income to later in the year so these will rectify in time.
 We will get a sanitiser and cleaning budget from the govt in Sept which will be great.
 We have benefitted from lower wages due to ACC in the caretaker area.
 Photocopying is still an issue, we are looking into how to reduce this spend.
 TA funding is not represented correctly still, we need to revisit how this is reported. The reduction in wages has assisted our overspend.

We will need to put something out again to parents with regards to the donations in order to keep up with our projections.

**Motion to approve Finance Report
 Raised CR, seconded DP, unanimous**

d) Property

Funding application has been submitted to the Franklin board for the swimming pool grant.
 Waiting to hear back.

New build: once approved this is all go.

**TG / MK/
 SM**

MLC



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We need to pay for any landscaping, furniture (less the F&E grant), projector etc. We will make sure the infrastructure is in there and then complete as we are able.

No feedback as yet from the iwi.

The new space will be able to accommodate 275 students. We will need to give up 3 classes when this comes about. We are still working through which are the learning spaces that will be removed from those currently in the grounds.

The plan is set for the school to accommodate 600 students, but within the 20year plan 850 students. The future proofing of the school is satisfied by this build.

Can we look within the community at naming rights to cover the costs for the landscaping etc? absolutely.

We have focussed on having a lot of storage space, our bespoke whiteboards satisfy this. There is a lot of thought that has gone into storage and use of space so we are able to reduce clutter.

We will need to purchase cameras for cctv, phones, they will do bells, paging etc. Therefore we will need to stage the expenditure.

We looked at having gas piped in for bunsen burners etc. but too difficult with the need for chemical showers etc.

The lift opens both ways to access all areas. The upkeep of the lift will need to be budgeted for.

The build is on target to be finished by the start of T4 2021.

Auckland Transport has not detected any issues that would arise from the build with regards to road safety.

Motion: to accept and approve the final design drawings for the newbuild

Raised CR, Seconded MLC, unanimous

e) Policies and Legislation:

Child Protection Procedure -

Looks straight forward and adequate.

Policy rating: ***** *****

f) Health & Safety

Need to reschedule the walkthrough.

Motion: To accept all Reports as tabled

Raised CR, Seconded MK, unanimous



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	<p>Other business:</p> <p>Thanks to MK and the SLT for a great lockdown effort</p> <p>Action: NZCER workplace survey to go out to staff - MK</p> <p>Health and safety meeting: be great to report back to staff again as per last year after the walk around - date to be set</p> <p>To send a letter on behalf of the board to Jenny Carter as a thank you for the Trust donation</p> <p>Monitoring board time:</p> <p>MLC 2 MK 6 DP 1 WG 2 CR 1 VY 1 SM 3</p>	<p>MK</p> <p>DP</p> <p>MK</p>
6	Administration	Follow Up
	<p>a) Motion: to approve the minutes of the meeting held July 2020 as a true and accurate record: Raised CR, seconded SM, unanimous.</p> <p>Action Points from previous minutes:</p> <p>NZCEI survey - completed</p> <p>Health and safety - deferred.</p> <p>Thank you to Jenny Carter - complete</p> <p>CR to follow up with Zalene re iwi feedback.</p> <p>b) Correspondence tabled.</p> <p>c) Identify agenda items for next meeting</p> <p>Next meeting:</p> <p>Review of Annual Plan and agree on a topic - feedback on Distance Learning Programme</p> <p>Report of eAstile data in reading and mathematics -move to October meeting</p> <p>Parent teacher iwi consultation for the annual plan - deferred to L1 (term 4?) - November meeting</p> <p>Health and Safety walkaround.</p> <p>Meeting closed at: 8.43pm</p>	<p>CR</p>
	Next Meeting: 27 September 2020 at 7.38pm via zoom.	