

MINUTES OF MONTHLY MEETING
7.00pm 15 December 2009

Present:

Alison Woollard (Principal), Barbara Whitburn (Staff rep) Sarah Smith (Chairperson), Pete Mele, Debbie Julian, Minty Hunter (arrived 8.25)

Apologies: Minty H will be late

Visitors: Lesley Alecock to present Te Reo Maori me ona tikanga report.

Sarah S welcomed all to the meeting.

Te Reo Maori me ona tikanga report.

Points to note from report:

- Staff deliver Te Reo to the best of their ability, the major focus being Kapahaka.
- Te Reo/Tikanga is strongly evident throughout the curriculum, not merely in learning languages learning area. It can be incorporated through all areas eg. Arts, Health, PE, listening, speaking, viewing, writing, presenting.
- New guidelines available. Need copies for each teacher.
- Kapahaka is foundation focus for school. Would like to see whole school approach developed.
- Kahikatea – Guidelines for Maori Achievement and Maori Student engagement.
- Kapahaka/TeReo Kori is taught Thursday afternoons.
- Relationships very important in Maori community – Kapahaka has helped us to develop this. (As well as EOTC)
- Kapahaka Group – half of the school. Have had 2 extensions groups.
- The Future: - Consultation – develop this
 - Continue to build relationships
 - Community Partnership: Home/School with Ngati Kahungunu. Need to visit Kindergarten and to visit Papawai(Didn't manage this in 2009) Need to do 2010.
 - Curriculum development: Te Reo PD is needed
 - Aim for Maori enrichment class.
- Costumes: Some money has been donated and fundraised. We will need approximately \$6000.00

Action: Need to prioritise top 2 future actions and include in 2010 Annual Plan(will be evident in teaching as inquiry focus in 2010)

8.00pm. Sarah S thanked Lesley for her very thorough report and she left the meeting.

Minutes of the Previous Meeting:

The minutes of meeting 17 November 2009 to be taken as read and confirmed as accurate.

Moved Sarah S /Pete M Carried

Matters arising from Previous Minutes/Action items:

Action Items: Covering Letter done, other items covered later in meeting.

Financial Report:

Finance report tabled for month ending 31/11/09. All as report and finance committee minutes. In good position, have enough funds to see us through. Waiting for Feb/March wash up to check we are on track. Cyclical maintenance money now classed as income in report. Congratulations to everyone for spending wisely – will need all savings for Junior Block. Maura has done a fantastic job with the accounts this year.

Sarah S moved that the Financial Report & Finance Committee minutes be accepted as tabled/
Alison W. Carried

Principal's Report:

- Alison presented Principals report.
- All as per report – with following comments:
- **Roll:** Looks good for 2010
- Management Units have now been allocated..
- **Student Achievement Data:** Targets reported on /Shared. Addition and subtraction target achieved. Reading – still work to be done – a focus for 2010.
- **RTL B:** Report included
- **EPF:** Summary included in papers.
- **ERO Follow Up:** Alison has met with MOE and presented to them her plan of future actions – They were pleased that this is underway. We must ensure that we are "on the ball" with these items. Need to establish balance of what must be done **now** and what we can explore **slowly**.
- **Parent Survey** – responses coming in
- **Health & Safety**
 - There have been very thorough RAMS for trip.
 - Room 3 Camp:** Re Taratahi Student at River: Have sent email and had positive Response.
 - Senior Camp:** Students returned with a variety of spots. No other schools reported them except for Montessori had a few a week later. Not known if Grass/Bed Bugs? The camp Kaitoke Manager was very responsive.

Alison moved that her report be accepted as tabled/Sarah S. Carried

Property Committee Meeting Minutes:

As per Property Committee minutes and report from Ian Rattray.

- Security issues discussed
- Noted tenders for Junior Block moved out to January.

Barbara W moved that property committee minutes be taken as read. /Alison W. Carried

ICT Committee Report

- Meeting today with EnZed PC Services very positive. They now have a larger/stronger team and are putting together a three stage plan for infrastructure.
- We have missed out on latest MOE funding – looking to see how we can be included in next round.
- Technology Solutions have sent in a similar proposal to EnZed PC Services.
- Teacher Laptops – we are entitled to 8 more next year at minimal cost.

Alison moved that ICT report be taken as read. /Pete M. Carried

Correspondence Inwards

National Standards: The Board feels there should be a trial – we cannot see how the standards, alone, will improve student achievement. Alison will write letter to Anne Tolly and circulate to Board for approval before sending.

All other Inward & Outward Correspondence taken as read. Sarah S/ Minty H

General Business

RTL B: Detailed report with BOT papers. Alison is very happy with RTL B papers

SENCO: Second year of Enhanced Programme Fund. Report outlines summary of 2009. PD 2010 – spelling and Rainbow Readers

BOT Elections 2010:

Resolution: "That the date for the election to be 7 May 2010 and the returning officer to be Ronny Tankersley". Sarah S/John F

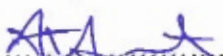
In Committee

9.00 pm Alison moved that the public be excluded for agenda item ERO verbal report pursuant to section 48 of the Local Government Official Information and Meetings Act. The reason being to discuss a matter of personnel and the grounds is to protect the privacy of the individuals./B Whitburn.

Out of Committee 9.12pm

Alison thanked the BOT for their support and trust this year.
The BOT thanked Alison for her hard work and dedication in 2009.

Meeting finished at 9.13pm
Next meeting – To be advised

..........Chairperson 23/02/10 Date

Action Items

Chair	Blue Survey form to ERO
Principal	Letter to Anne Tolley and as above
BOT Secretary	Further Grant Application
Property Committee	Junior Block
ICT Committee	Support Specification/Tender