

MINUTES OF MONTHLY MEETING
7.00pm 27 April 2010

Present:

Alison Woollard (Principal), Barbara Whitburn (Staff rep) Sarah Smith (Chairperson), Pete Mele, John Fraser, Debbie Julian, Minty Hunter, (arr 7.26p.m.)

Guest: Thomas Westgarth

Minutes of the Previous Meeting:

The minutes of meeting 23 March 2010 to be taken as read and confirmed as accurate. Moved Sarah S /Debbie J Carried

Matters arising from Minutes of the Previous Meeting:

-John Fraser did not receive Annual Plan document – Alison to send out and wait two weeks for feedback from Board before finalising and sending to Ministry.

-Debbie J asked whether problems with data for Maori students (maths PAT) had been rectified -it has.

-Alison then gave out correct information sheets supplementary to last reports.

Discussion on this covered the following:

- John F noted that they showed normal distribution, were a bit like National Standards – would be good to have achievable targets for students.
- Barbara W noted that they provided teachers with the tool to drill down to ascertain the individual students beneath the data.
- John F asked whether the reports identified individual teachers – Yes they can by drilling down to student, then class and teacher can be identified.

Financial Report:

Maura presented financial reports to 31/03/2010. All matters as per report and finance committee minutes

Other matters:

-Overall agreed in healthy position but need continue to be cautious with expenditure given we will need any extra funds for ICT, Junior Block overspends and we will not have Banked Staffing credit we had last year.

-Note to go in newsletter re tax rebate for school donation and form for next year needs to be reworked.

Sarah S moved that finance report and minutes be accepted as tabled /Pete M. Carried

Principal's Report:

- Alison presented Principals report.
- All as per report – with following comments:
PD: Alison reiterated how valuable the Tony Ryan conference was.
- **National Standards Training Sessions:** To note: Debbie J also attended the BOT training session. General discussion on National Standards covered the following:
 - Everyone is still learning
 - Minty H asked if there were different reporting for different subjects. Alison said yes there probably would be.
 - John F stated that if data used for report is good then reporting should also be.
 - Pete M stated that he had heard that reporting "in relation to" means against curriculum. Alison stated that reporting standards in numeracy are clearer than literacy.

- **Education for Enterprise** – Alison reported that they had a good session with MIS and Kuranui today. Noted that Alison will speak with Bek Farr about tying in mural plan with new School sign.
- **Student Achievement:** Alison presented reports(showing background data) compiled by Wendy and discussion covered the following:
 - There is a focus on Years 5, 6,7; especially boys and Maori students
 - STAR is less complex than PAT reporting.
 - John F asked do we have targets for students who are identified at risk? And if we have reports for last years groups across to this year? Alison to contact NZCER about this.
 - Chanda's work with teachers is going across literacy too.
 - See recommendations from report.
 - Lesley Alecock has compiled excellent data on Year 1 to 4 reading.
 - John F stated that problems will not be the same for every teacher but solutions could be structured to suit individual teachers.
 - Alison said BOT members are welcome to view background data for reports.

Alison moved that her report be accepted as tabled/Minty H. Carried

Property Committee Meeting Minutes:

As per Property Committee minutes and report from Ian Rattray.

- **GSE modifications:** Alison noted that it has been frustrating with delays in Holmes construction commencing this work. Today there was on site meeting re Fence type and it was decided that there will be hurricane pool type fencing with concrete posts and detailed panels at front entrance and Tyne St. Toilet adaption's for GSE has been halted until new Junior toilets completed.

-**Carterton netball Club:** Agreement has been signed by both parties. Debbie J asked if Netball Club had to move for some reason would school be prepared to purchase lights. Agreed that that would be discussed if and when that occurred.

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

ICT Committee Report

Alison presented minutes of ICT meeting with discussion covering the following:

- Alison heard from Moyra (MOE Network facilitator) today, that she does not know when next round of funding is but she will keep in touch.
- Maura advised that she is awaiting information from Call Plus re broadband package.
- John F asked if Gmail is moderatable and spoke of privacy issues. Alison advised that parents have been sent options for this and said the preference is for school based accounts. There will be ongoing discussion on this.

Minty H moved that ICT committee minutes be taken as read. /Alison W. Carried

Matters arising from Correspondence:

Sarah moved that Correspondence inwards and outwards be taken as read. /Debbie J. Carried

General Business

Cattle Beast: Minty H advised that he had received ph call from Marty Parker who had been looking after/grazing the beast that Bryn Rees had left for the benefit of Carterton School.

Discussion covered merits of raffling this or selling at market. Generally agreed that selling at market may be more lucrative than raffling for much less effort. Minty H to talk with Marty Parker and stock agents as how to best handle this.

BOT Elections: School has received 7 nominations so we will go to elections. Voting papers are out and will close on 7/5/10. There was discussion on how best to publicise candidates – some information on each candidate was in today’s newsletter. As Debbie Fryer was only candidate to send in information on herself, that was the only one that actually went out with voting papers. It was decided that Barbara W will ask candidates for photos and these will go out with next week’s newsletter.

Sarah S thanked all board members for their service. Of particular note; John F for his invaluable questions and answers; Pete M for his knowledge of the education sector; Minty H for his input to ICT and the hope that this will continue; Debbie J for her input as a new Board member. Sarah also thanked the board for all the support for herself as Chairperson.

Alison W congratulated Barbara W for her re appointment as Staff representative on Board. Alison then thanked all the board for their support in strategic planning and making Carterton School a positive learning environment. She also thanked everyone for their support during and after the 2009 ERO visit. Of particular note: Barbara W – you couldn’t ask for a better staff representative; John F for asking the questions that often push us to take things further; Pete M for his support as an educator; Debbie J for fitting in so well as a new board member; Sarah S for finance expertise and taking over as Chairperson – having a hard act to follow and stepping up to leading the board so well; Minty H for all his contributions to the school and willingness to be co-opted to new board to help with transition.

Alison to put together folder for new board members containing Policies and Procedures, Annual Plan, Charter, NZSTA information.
Current board members offered to attend first meeting of new board to help with transition.

Meeting finished at 9.40pm
Next meeting – Tuesday May 25 2010

..... *ATAA* Chairperson *25/5/10* Date

Action Items

Chair & BOT members	Feedback to Principal on Annual Plan
Principal	Folder for New Board Members Contact NZCER
BOT Secretary	Further Grant Applications School Donations – Update Sheet
Property Committee	Junior Block
ICT Committee	Support Specification/Tender