



**Board of Trustees Meeting  
4 December 2018 at 5.30pm**

**Present:** Mary Tait-Jamieson, Michael Rall, Nathan Smith, Mel Auld, Lisa Hickling, Louise Gawn, Olaf Van Der Beek. Peter Flint

**Minute Taker:** Mary

**Apologies:** Stephen, Clayton

**Meeting opened:** 5.30pm —

**Opening and Verse read by Mary Tait-Jamieson**

**Confirmation of Agenda – no further points to add**

**Previous Minutes:**

<b>Proposal to approve the minutes of 29 October 2018</b>		
<b>Proposed:</b> Mary	<b>Seconded:</b> Michael	<b>Carried unanimously</b>

**Matters Arising from last minutes:**

- All matters attended to.

**Correspondence In:** Read, tabled and signed off.

**Correspondence Out:** None: Action Mary to write to Fran.

**Student Achievement Report**

**Presented by Jo Skentelbery**

Overall some very fine results with classes formerly of concern, picking up nicely. Classes 1,2,and 3 presenting their usual picture.

Maori students again performing highly.

Pacifica and Asian holding steadily.

Gender: Maths girls have improved remarkably and although boys have improved as well the gap in achievement has closed this year which is pleasing.

**Targets:** Writing – 13 Priority learners were targeted and most experienced upwards movement. New students coming in with learning difficulties have changed the picture a little.

**Maths Targets** are terrific – Only 7 students and all have accelerated.

Recommendations; our reading is very high. Writing is still our problem area and will become the targets next year

<b>Proposed: That report be accepted</b>  Mary	<b>Seconded:</b>  Michael	<b>Carried unanimously</b>
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**Finance Report:** October Monthly reports tabled, more income than expected, more children, higher operational grants. Some expenses over – eg security. Bottom line is good.

Unlikely to get a deficit this year as budgeted. We will increase our reserves.

Very draft budget for 2019 the first one of the year presented. Shows a surplus of \$376.00 more or less based on what we think we will get and using expense levels from the 2018 year.

Proprietor's donation will be tagged differently next year.  
25 pledge forms still outstanding for 2019. This is considerably better than last year.

Need Bot preparation hours to be logged.

### **Principal's Report: Tabled as Read**

Report Spoken to with several additional matters advised for Board's information.

<b>Proposed that report be accepted</b> Michael	<b>Seconded:</b> Olaf	<b>Carried unanimously</b>
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Action : Mary to write something about international forum for newsletter

<b>Proposed:</b> Lisa	<b>Seconded:</b> Michael	<b>Carried unanimously</b>
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### **Student Wellbeing survey:**

Respect and listening are the two areas that the children identify as needing work.

Kiva program is being proposed to work on this in 2019. This will be annual plan goal and will have expense attached.

Care Team and Learning Support reports – also tabled and the exemplary results noted. The board's thanks to be conveyed to practitioners.

### **BOT/Governance:**

#### **Parent/Community Survey**

Final Report of Parent Survey tabled, a few last edits and this can now be published on the website.

Staff Survey – raw data was shared this will be prepared in a report.

## Any Other Business -

Admin support – for Board. Suggestions made and will be taken up by Lisa.

Co-option Process - Mel Auld was co-opted via email vote in the month past and this is now recorded.

WST – Report: This year's class 2 fair was a remarkable collaborative experience. The social dynamics were particularly well held and managed. Survey was done afterwards. Toilet signs would be good and also porta-loos. As suggestion for future

Meeting finished: 7.45 pm  
Next meeting date: Tuesday 19<sup>th</sup> February 2019  
End of year: Friday December 7 Party

### ACTION LIST:

Subject Area	Item	Name
Governance	Parent/Community Survey - last edits to be completed then sent to office to	Mel/ Lisa
	Staff Wellbeing Survey – send results to board. This will now be collated	Lisa/ Mel
	Write to Fran	Mary
	Convey thanks to learning support practitioners Admin support for Board – to be pursued	Mary Lisa

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17.02.2019