

MINUTES OF KAPANUI SCHOOL BOARD OF TRUSTEES MEETING

Held on
Thursday 7 November 2019
At 7.00pm

Present:

Ben Addington, Craig Vidulich, Michelle von Keisenberg, Meredith Pearson, Mike Roberts, Kiriana Papara, Jane Tesoriero and Jeanette Turkington

Opened Meeting with a Karakia

Welcome

Chair opened the meeting sharing questions and answers from NZSTA scenario cards.

Principal's Report

School name change

There has been a good response to the community survey. The majority of parents are in favour of the name change after reading the reasons for change. Craig will approach one of our parents who is a graphic designer to discuss changing the current logo. Craig will feed back on progress at next meeting.

Strategic Plan

Craig thanked the Board for their input. Senior Management staff are meeting next week to look at the plan to make final edits. The plan will be finalised and in place for next year.

Assessment

CORE Education came in to school last week to interview and film staff on student led conferences.

Kindergarten Visits

Craig and Michelle continue to visit and strengthen relationships between preschool and school.

Staffing

Staffing for next year has changed. Danielle who was due to come back after Maternity Leave has won a management position at Te Horo, and has resigned. Craig asked BoT for support with new appointments. Michelle volunteered to be part of the process as she has a background in recruitment.

Learning Support

Teachers are testing students for dyslexia. The Board would like to be kept informed on next steps for these children.

Principal Appraisal – Next meeting.

Jane talked about the full immersion hui she and two other staff members attended. It was worthwhile and staff enjoyed the experience.

Property

Lee Ashby, Project Manager has been in to school to check rusting poles. His advice is that there is no health and safety concerns, and a new paint job should be enough. Craig will ask an engineer to come and have a look at the poles before they are painted.

Plans for Block S have been finalised. Ideally, work would begin before Christmas. Craig has no concerns about accommodating classes while work is in progress. The hall can be utilised and could comfortably fit 90 students.

Roll is growing sitting at 597.

Motion: Principal's report for November is accepted.
Moved: Ben **Seconded:** Mike **Accepted**

Finance Reports – tabled

No variances of concern and the school is in a good financial position. The Board wants to investigate where best to use uncommitted funds for the benefit of the children.

The Board questioned budgeted unspent money for SENCO. Craig will look at this area when he is working on budget for next year.

Mike commented that the children's play equipment is starting to look tired. Craig has applied for community funds to upgrade the playgrounds.

Motion: Finance report for October accepted
Moved: Mike **Seconded:** Meredith **Accepted**

Policy Reviews

EOTC – this is available on Schooldocs.

Discussions

Seatbelts on buses

Michelle shared the information she has compiled after talking to bus companies. The cost for fitting seatbelts in buses seems to be a deterrent. Urban buses are not designed to travel at 100km on highways. Children are safer on coaches where seating is more compact.

Craig will investigate and outline to staff the importance of only using coaches where each student has their own seat. Craig will discuss with John. **Action:** Craig

The Board will look at developing a transport policy.

Agenda next meeting

Draft Budget 2020

Minutes from last meeting

Minutes from previous meeting confirmed as a true and correct record.

Moved: Ben **Seconded:** Michelle **Accepted**

Matters Arising

Craig is going to purchase ex lease chrome books for \$60 each, he will continue to promote BYOD.

Government school donations scheme

Only schools decile 7 and under will qualify for this scheme.

Meeting closed at 8.59 pm
Date of Next Meeting 12December 7pm

Signed _____ Chairperson, Board of Trustees

Action Points

Point	To action
Buses talk with John	Craig
Draft Budget	Craig