

Darfield Primary School

Board of Trustees Meeting 21 May 2019

Present: Celia Tymons, Natalie Peters, Tig Dalley, Katie Molloy, Britta Pilarczyk, Meredith Devonald, Mark Robb, Kate Brunner (Minute Secretary)

Apologies: Brad Sutton

Welcome to all from Celia Tymons.

Belinda Wilson was thanked for all the work she has done as a Board member and for being a role model for new trustees. Her contributions to the board have been much appreciated. Belinda was presented with a gift and thanked for her work.

Declaration of Interest: None.

Jackie Calcott and Kiri Conrad presented their report on the Rimu team to the meeting. Many things are happening with the focus on literacy. Extra support has been provided by the teacher aides to run programmes. The ALL programme is continuing, taken by Lynley & Jackie – 30 mins a day after lunch.

They are most proud of the relationships that have developed within the team.

Next goals: becoming familiar with the PaCT tool.

Maths: the programme has been refined to reduce transition time.

Numicon was asked about as there has been some training with staff but at present they are trying to lift the literacy targets. Numicon will be revisited later.

SeeSaw- We looking at doing a trial with the free version before investing further. To implement it some ipads would need to be purchased for the Rimu team so photos could be taken and put on. We are also looking at a Pub Charities grant to purchase TV screens for all teams. SeeSaw would have to be well implemented to be successful for school and families. Jackie and Kiri were thanked for their report before they left the meeting at 7.45pm.

Principal's Report

We are opening up the New Entrant class earlier than anticipated as there have been a few unexpected enrolments. Barb Kennedy will remain in the nest with New Entrants and Jane Logan will be employed full time with Barb's present students. Paula Warmen will take on the two days release for Barb. There is a possibility that numbers may rise towards the end of the year but this will be looked at then.

Resourcing

Budget areas: Repairs and maintenance costs are higher than usual for this time of year. This can be explained by the Pikopiko build and the repairs to the doors in Rimu including the bollards.

Relieving Teachers budget: The budget had been set to cover the professional learning but extra costs have occurred, having relievers for the Spirals of Inquiry and PaCT. It was hoped the Kahui Ako would cover this but apparently it will not cover all the reliever costs.

The Incredible Years money for Katie Gilbertson who is attending, has been received from the Ministry but does not appear in the relieving budget

Working Bee: There are many things happening at school and so a Working Bee will be looked at possibly at the end of Term 2 or early Term 3.

Meredith Devonald moved that her report be accepted. Seconded Katie Molloy. Carried.

Board Election: Kate was thanked for the well run Board election procedure. With the succession planning it has been a smooth process to have five board members to fill the five vacancies.

Signatories for the Kiwibank and Westpac accounts need to be changed.

Katie Molloy has taken on the finance role, replacing Belinda Wilson.

Community Consultation

A question was raised at the Community Consultation about communication between school and home. To clarify this, it was just that an email could be sent telling parents to look for a hard copy notice that had come home.

A few possibilities were raised to think about:

Can the results of the Community Consultation go out in the newsletter?

Notice board for school? Where? Mobile notice board?

The ideas and suggestions raised at the consultation should be looked at, processed and shared with the school community.

Most of these things were of an operational nature and Meredith offered to look at what she can do rather than the board dealing with it at the next meeting.

Hautu – Maori responsiveness programme. This is a self review tool for the board. The board should read the document and this could be discussed at the next board meeting. Celia Tymons moved that the Board use Hautu.

Policies: Term Two Reviews

Meredith has updated the reverse evacuation procedures.

Board members need to go to the Schooldocs review and look at what needs to be updated.

This is to be done before the end of June - Friday 28 June.

Meredith informed the board that there will be a fire drill practice next week as well as a lockdown practice. This will happen after talking to the children and explaining the procedure. The wording of the message that will be sent to the families will be changed and will read 'Don't come to school. Stay away'.

Should we have blinds at the doors of the office block for safety? This is to be looked at.

Every two years when we review Health Education, we need to send out the information to the parents. Meredith has prepared this information and it will be sent out in Week 5. Once it has been sent out and responses received, Meredith will collate the information.

Teacher Strike

Letters have gone to parents, teachers and support staff regarding the strike action next Wednesday 27th May. Katie Molloy has offered to come to school that morning for half an hour in case children turn up.

Display TVs in Classrooms

The school would like to purchase 5 smart LED TVs. We have received 3 quotes and would like to apply to Pub Charities for a grant to purchase the screens. Quotes have been received from Harvey Norman, Noel Leeming and PB Tech. Our IT person, Tony, is confident PB Tech is a firm to be trusted and their quote is the most competitive.

Meredith moved that we apply to Pub Charities for \$6663.00 plus GST for the five screens, brackets and trolleys from PB Tech. Seconded Celia Tymons. Carried.

Year 5 and 6 Camps

The proposal for the Year 6 camp at Wainui again for this year has been received. The cost per person for the stay and activities is \$220.00, same as last year.

Year 5 camp at Woodend. This year the cost has risen to \$140 per person. Although the basic cost for the camp has risen a few dollars, this year we have reduced numbers of Year 5 children which puts them into another price bracket so instead of \$123.00 it would be \$140.00 with the bus and incidental costs on top of this, bringing it to \$220.00. It is felt that for that camp experience, this is very high and we would like to keep the costs down for families. An alternative camp may be looked at for next year.

Meredith proposes that we subsidise the cost this year to keep it at an acceptable cost.

The Board approve of the Year 6 Camp.

The Year 5 Camp - Confirmation of the actual costs and whether we subsidise the cost and how much, will be sent to board members by email for their approval.

Minutes of previous meeting are confirmed.

Matters arising.

Britta will attend the Kahui Ako next Thursday.

Correspondence: as listed.

Paid union meetings for Support staff will take place in June. There are three Support Staff NZEI members.

NZSTA Annual Meeting. We have not set aside money in the budget for someone attending this. Celia would have been interested in attending had it fitted in with her schedule.

The next board meeting is Tuesday 2nd July.

There being no further business, the meeting closed at 9.10pm.

Signed:



Date:

25/06/19