

Darfield Primary School
Board of Trustees Meeting
9th April 2019 7pm

Present:

Celia Tymons, Belinda Wilson, Katie Molloy, Brad Sutton, Tig Dalley, Britta Pilarczyk, Natalie Peters, Meredith Devonald, Mark Robb, Kate Brunner

Apologies: None

Declaration of interest: None

Principal's Report: as tabled

Meredith shared that our school has just received notification that we have been successful in accessing 80 hours of Information Technology training to prepare for 2020.

Responding to a question about the recent lock down, Meredith explained what the school did and the procedures that were followed.

A discussion about the first means of contact to parents in a situation such as this took place. Meredith and Kate have also reviewed the procedures. We are waiting for the Ministry of Education update as they discovered their contact with schools was not ideal. Once all the information has been received and clarified, we will confirm our procedures and then inform our families so everyone understands what will happen in an event such as our recent experience.

We will also ensure that our policy is updated in accordance with this.

Moved that the Principal's report be accepted.

M Devonald/C Tymons

Kate was asked if she would accept the roll of Returning Officer for the 2019 BOT elections. Moved C Tymons, seconded K Molloy that Kate be the Returning Officer.

Kate then talked to the Board about the timeline and process for the elections. It was approved that the election day will be May 31st. This means that the Main Roll will close Wednesday 1st May and nominations will open Friday 3rd May, closing Friday 17th May. If more than five nominations are received, voting papers will be prepared and sent to all eligible voters.

Kate will keep families informed of the election process through the newsletter and notices in the local paper.

Brad Sutton has offered to write something for the first newsletter in Term 2 with some thoughts and information of being a board member.

ERO Review Document

Meredith's mentor has read the ERO review and commented that it is a very good report. Do we celebrate this when the report has been accepted and signed off?

Community Consultation

A date has been set for the Community Consultation – Tuesday 14th May 6.30 – 8pm. Families are to be invited and the board will provide food and child minding. The focus will be on how the board has responded to the previous consultation, what has been implemented and where do we go from here. A sub-committee consisting of Celia, Natalie, Britta, Tig and Katie will plan the evening and put together some questions for parents/caregivers to discuss. Meredith will set up a google document for members to put their ideas.

Whanau Hui

This will take place in Term 3 on Tuesday 27th August. The achievement of our Maori students will be shared, following on from the previous hui. It will take place 6pm – 7.30pm with food and child care provided.

Policies Review

The Alcohol and Drugs Policy – a suggestion to include vaping was entered in the feedback and apart from that the policy is fine.

Administration Policy- A discussion regarding the retention and disposal of information and records suggested that this is delegated to Principal to deal with and not Board.

Motion: That school records that are listed for archive and disposal at the discretion of the board – to be delegated to the Principal to be disposed of as appropriate.

Moved C Tymons, seconded M Devonald.

Out of Zone

We have been keeping a close eye on our numbers in the different year levels at school for this year and at present our starting numbers for 2020 would be 197. We need to increase our numbers by 13 to retain our present staffing level.

After a discussion it was proposed that we advertise for 9 out of zone places for term 3, 2019 - 3 each in Years 3,4, & 5.

Moved C Tymons, seconded B Wilson.

Ski Programme 2019

The proposals for the Yr 5/6 Ski Programme and the Yr 3/4 Ski Day were presented to the board for ratification.

Moved M Devonald, seconded B Wilson. Approved.

Annual Report:

Once the report has been completed and approved by the Board, it will be posted on our website.

Moved M Devonald, seconded K Molloy.

Minutes of the Previous Meeting

Moved C Tymons seconded M Devonald that the minutes be accepted. Carried.

A reminder that an email is to be sent to members when the minutes have been uploaded into the Board drive.

Matters Arising from the minutes: None.

Correspondence – as tabled.

The Tomorrow Schools Review has been uploaded to drive for board members to read.

The next Kahui Ako stewardship meeting will be held 30 May at Darfield High School. Britta will attend.

It was commented that perhaps some children may not get opportunities to accelerate in some areas at school and that they may then not put themselves forward to try other opportunities. Do we need to ensure children participate in different experiences? Meredith explained that it was not possible for all children to go forward for some events as there are restrictions based on ability for selection. There are many opportunities for all our students that staff provide for them to participate in many different areas. A suggestion was made that we note all the activities we do provide for the children at the Community Consultation so parents are made aware.

There being no further business, the meeting closed at 9.45pm.

Signed:

A handwritten signature in black ink, appearing to be 'M. Meredith', written over a faint circular stamp.

Date:

21/05/19