

**THE MONTHLY MEETING OF THE CLUTHA VALLEY PRIMARY SCHOOL BOARD OF TRUSTEES WAS HELD AT 7.30 PM IN THE SCHOOL STAFF ROOM AT CLUTHA VALLEY PRIMARY SCHOOL ON TUESDAY 24 OCTOBER 2017.**

**Present:** Val Ward, Maurice Judson, Chris Hunter, Shane Bocock, Geli Landerer, Deb Kinder, Gail Allan (Minutes Secretary).

**Visitors:** None

**Apologies:** None

**Confirmation of Agenda (App.)**

**Declaration of Interests**

**NAG 1 - Student Achievement & Curriculum**

Rachel explained about the student's letter to the Clutha District Council. The CDC will provide a free wheelie bin rubbish and recycling service. The bins will be situated at the back of the bus shed in the swimming pool carpark.

It was moved that the Board accept the students' request to the CDC. C Hunter will write to the students to acknowledge the acceptance of the students' request.

- **New Zealand Curriculum**

(As per report) **(App.)**

Val explained the New Zealand Curriculum

Rebecca, Rachel and Val will meet to continue to develop our school curriculum.

This will explain the CVPS logo, unpack how the values and key competencies impact on the students' learning. The 6 Cs of will encompass the key competencies. The redesign our school curriculum will incorporate the vision of our learners and will be future focused.

The Exit and Year 8 surveys have been redesigned as a form and are nearly ready to be sent out.

**VW**

**Charter Update**

- Aim 2 was discussed with progress to date completed as a Board of Trustees.

**Principal's Report - (App )**

(As per report)

- 121 on the school roll. All students now have current visas.
- 11 hours of assistance per week has been secured for a child with health needs.

- A chromebook is being trialled to enable an application for assistive technology to be made to purchase one for a special needs child.
- 9 hours of music assistance has been applied for with a view to getting Annah Mac to help with end of year music.
- Val explained about The Writing Development and the facilitator Jude Parkes visit at the end of Term 3. She is coming back to CVPS next week to plan and teach with the teachers.
- Alison Davis and Vision Education will be working with the COL (Community of Learning) focusing on student writing.
- Nothing is known about National Standards until the new government is in place.
- The “Achievement Challenge” for the COL won’t be signed until the new government is in place.
- School management system - Val explained how Linc Ed would be superior to Assembly which is being used at present. It would be really helpful for parents keeping up with their child’s progress as well as being convenient for all school administration. The cost would be \$2000 per year plus the initial setting up cost.

It was moved that the Board complete the user agreement for Linc Ed.

V Ward/M Judson  
Carried.

- Val reported on the U Learn conference which was attended by school staff. She felt reassured about many things the school was doing and thinking at present ie take stock of what is being done and to have a clear vision of learning and teacher practice to ensure consistency across the school. The staff will continue to work on this and put it into practice  
Next year the staff are hoping is to visit some schools that are focusing on student agency and to see what was learned at U-Learn being put into practice. With the growth in technology the focus is on the strategies to learn and is not just about remembering knowledge.
- Congratulations to Rachel for gaining Advanced Classroom Expertise Teacher Recognition.

It was moved that the Board pay half the cost of \$800 if the teachers pass the Mindlab course.

V Ward/ R O’Connell  
Carried.

- Val has spoken to S Cowie about the swimming pool, J Witt is to find out what the cost to us will be to have pool maintenance plan report done.
- At present there are two student teachers at CVPS.

## **MONITORING AND SELF REVIEW**

### **NAG 2 Self Review**

- The last Principal's Appraisal for this year will occur in November. Val is to make inquiries about the the appraiser for Balclutha Primary School who is also working as Expert Partner for the CoL.

**VW**

### **Policy Review**

- This is to be held over to next month's meeting
- **Surveys**  
The surveys are nearly ready to be sent out.

### **NAG 3 – Personnel**

- The appointments committee to interview the prospective fixed term teacher will include Val, Liana Brown, Shane Bocock and Geli Landerer.

### **NAG 4 - Property**

- **School house**  
Shane explained the Resource Consent. When the other school house was sold the outflow from its septic tank went into the school's system. From there the water goes into a waterway. It was decided to get a plumber to liaise with Opus to work out a suitable set up. Shane will communicate with Opus. **SB**
- **School flats**  
One flat will be occupied from the end of this week until Christmas.
- **Toilets**  
The plumbers have installed new buttons on the flush systems of one school toilet to see if they will be more suitable than the present set up.
- **Swimming pool**  
The locks on the security cages have been made tamper proof.
- **Boiler room**  
Kelvin Lewis is waiting for a quote from A Groenewegen to finalise the funding application for the Board of Trustees.
- **School Shed**  
Val has a form ready for the shed agreement with P. Gouman to be signed. **VW**
- **Front porch**  
The leak in the front porch of the school is to be repaired by R Geary when he replaces

the nails of the school roof.

- **Asphalt**

The Board is to get quotes to repair the burned asphalt and damaged concrete kerbing for the insurance claim. **SB**

- **Curtains**

It was moved that a letter of thanks be sent to D Kinder's grandmother for the curtains for the school flats.

V Ward/ R O'Connell  
Carried.

- **Sunshade**

Shane reported that the poles for the sandpit shade sails are too light and 200 mm galvanised posts would be more suitable. They would extend further out which would provide more shade from the sun.

Maurice will contact J Unahi about getting a digger to dig the holes for the new poles. **MJ**

- **Security cameras**

Shane has spoken to J Cowley about the security cameras from Danone. He is going to get all the cameras working in the workshop first. From there he will set them up the Computer and put the cameras around the school.

- **Van**

Val is to speak to the appropriate person from Danone about a van. **VW**

#### **NAG 4 – Finance (App )**

- **Swimming pool**

It was moved that the price for a pool key be set at \$100 for the 2017 - 2018 swimming season.

R O'Connell/ C Hunter  
Carried.

- **Stock scheme**

There are 30 calves in this year's stock scheme.

**Stock account** There is one more cattle beast to be sold this year.

- **Reimbursement**

The school has received \$7000 reimbursement for school heating issues.

- **Reimbursement**

The school has been reimbursed for J Louw's sick leave.

- **Playcentre**

The meeting for the Playcentre agreement has yet to be held. **VW/MJ**

- **Financial Report**

We are tracking well to budget.

## **NAG 5 – Health & Safety**

## **NAG 6 - ADMINISTRATION**

### **Confirmation of Minutes (App )**

The minutes from the 7 September meeting were confirmed.

D Kinder/S Bocock  
Carried.

## **OTHER MATTERS**

### **Community of Learners**

### **Task List/Work Plan (App )**

- Playcentre meeting.

**MJ/VW**

### **Board workplan**

- Budget
- The Arts
- Policies
- BT induction
- Insurance
- Survey
- Domain

### **Inwards and Outwards Correspondence (App )**

It was moved that the inwards correspondence be accepted and the outwards be endorsed.

D Kinder/S Bocock  
Carried.

## **MEETINGS**

Meeting with Playcentre

**VW MJ**

**MEETING CLOSURE**

**Comments on Meeting Procedures & Outcomes**

**Agenda Items for Next Meeting**

- Workplan items
- Pool update
- Danone Update/van
- Draft budget
- Subdivision - new title
- Shade sail
- Break up organisation

**Items for the Newsletter**

- Congratulations to Rachel
- Pool key price
- Staff U learn
- Sixth teacher position advertised
- Parent information meeting regarding organisation for 2018
- Welcome to student teachers.
- Production.

**Next Meeting**

Tuesday November 21 at 7.30pm

**Other dates:**

The meeting closed at 10.05 p.m.

..... (Date)

..... (Chairperson)

(Chair to sign this at next meeting when minutes are approved)

