

THE MONTHLY MEETING OF THE CLUTHA VALLEY PRIMARY SCHOOL BOARD OF TRUSTEES WAS HELD AT 7.30PM IN THE SCHOOL STAFF ROOM AT CLUTHA VALLEY PRIMARY SCHOOL ON TUESDAY 21 NOVEMBER 2017

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

Visitors: None

Apologies: Rachel O'Connell, Flynn McHaffie

Confirmation of Agenda: (App)

Declaration of Interests:

NAG 1 - Student Achievement & Curriculum

Charter Update and Reporting

Aim 1 - The Arts Curriculum(App)

Val shared the Arts survey(preview) and explained the results.

Music needs to be consistent across the school. There was discussion about how there could be a more balanced coverage of The Arts.

The full report will be presented at next month's meeting.

Principal's Report - (App)

The roll is 122 extra .1 funding.

There is to be .1 funding in 2018 for Reading Recovery. This funding will be administered through Balclutha School. Reading Recovery will occur in Term 2 and 3. 10 hours funding has been accessed through Out of School Music to be used for music with Annah Mac for the middle school.

Have received \$1000 from Dairy funding for 2 children.

Val reported on the recent parents meeting which went well. The meeting covered the organisation for 2018 and provided further information about our curriculum.

Val reported on the writing development, Jude Parkes' work with the staff and the need to build consistency in writing across the school

Val, Rebecca, Megan and Rachel are going to Christchurch on Tuesday 28 November to learn about Linc Ed student management system.

Chloe Gardner was recognised on becoming a fully registered teacher at the NZEI dinner on 21 November.

V Ward/ M Judson

Carried.

ml/

NAG 2 - Self Review -Curriculum Domain 4

(as per report)

- Domain 4: Responsive Curriculum, Effective teaching and Opportunity to Learn was reviewed and amended.

NAG 3 – Personnel

It was moved to endorse Sharee Ramsay's appointment to the fixed term position for 2018.

S Bocock/G Landerer

Carried.

- Principal Appraisal. The draft report was presented to the Board. The report was positive.
Val is to enquire about prospective appraisers for 2018.

NAG 4 – Property

- **Sunshade Sail.** Shane reported that new poles have been installed outside the perimeter of the sandpit. This will provide more sun protection for the students playing in the sandpit.
- **School house.** Opus has been emailed for an update on the disposal of the school house and as yet no reply has been received.
- **Roof.** No further progress.
- **Toilets.** The trial of the new flush button for the junior toilets has been successful. All the Junior school toilets are to have new buttons installed. **VW**
- **Boiler room fire.** There is a discrepancy between what the Board has insured and what the MOE believes the school is responsible for. Val is to contact the Property manager to seek clarification on this matter and find out how much the Board is responsible for insuring. **VW**
- **School flats.** Both are presently occupied.
- **Security System.** Shane has spoken to J Cowley. When everything is ready to be installed Jared will require some assistance.
- **School Pool -** Val is to call a meeting to discuss upgrading the pool. The date for the meeting will be 16 February 2018. The Lions club, PTA, Jubilee Committee and the Pool Committee will be invited to attend. Renewal of the filter system and painting are priorities. Quotes for this work are to be obtained prior to the meeting. **VW**
Since there has been work done to prevent people breaking into the security cages at the pool some people are having difficulty unlocking the doors from the inside. Shane is to look at how the lock can be modified.. **SB**
- **School Shed.** Renewal of the lease is yet to happen.

NAG 4 – Finance:

It was moved that on presentation of the invoice Shane be reimbursed for expenses related to sunshade.

V Ward/C Hunter
Carried.

It was moved that the increase for Shand Thomson fees be accepted.

V Ward/ M Judson
Carried.

It was moved to keep the school donations at the same rate as last year.

M Judson/ D Kinder
Carried.

- **Technology Fees** The present situation with technology fees will remain.
- **Playcentre Occupancy Agreement** The meeting with the Playcentre has been held. The outcome of \$530 for their occupancy agreement will have to be discussed at the next playcentre meeting.
- **The Budget** Val shared the budget and explained aspects of it.

It was moved that approval be given for 2018 budget.

M Judson/ C Hunter
Carried.

- **Term Deposit**

It was moved that \$96 000 be fixed for 8 months at 3.6%.

M Judson/D Kinder
Carried.

NAG 5 – Health & Safety

- **Sandpit.** The sandpit was fenced off and the work was done out of school hours.

NAG 6 – Administration

Community Partnership

- **Limehills trip.** On 1 December Val, some staff, migrant children and parents and PTA members are to visit Limehills school to observe their enviro schools and cultural programmes.
- **Liaison with new parents.** The board is to liaise with parents of new students. This is to start at the beginning of 2018.

Other

- **Community of Learners.** Nothing new has occurred.
- **End of year function.** Reminder was given to those intending to attend the Staff, BOT and PTA function on 2 December.

- **Bike ride.** A group of students involved in the Year 7 and 8 Genius Hour Project have asked for permission to organise a Trail Bike Ride on some Popotunoa farm properties in 2018. After some discussion it was decided that once the group provides a budget and a list of tasks and a list of committee members the project can proceed further. Val would draft a letter giving them permission in principle.

VW

ADMINISTRATION

Confirmation of Minutes

The minutes of the last meeting held on 24 October 2018 were approved.

D Kinder/ S Bocock
carried.

Matters Arising

The Clutha District Council will not get a maintenance report done for the swimming pool.

Task List/Work Plan

Final Arts
Policies
Length of school year
Playground safety check.
House inspection

Inwards & Outwards Correspondence (App 12)

- Colliers are now overseeing the school houses and flats.

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

M Judson/G Landerer
Carried.

MEETING CLOSURE

Comments on Meeting Procedures & Outcomes

Agenda Items for Next Meeting

Work plan items.
Property.

Items for the Newsletter

Chloe's registration
Thank you to Fire brigade and community members involved in cleaning the pool.
Pool meeting.

2018 budget approval.
Arts discussion
School donations
Pool keys for sale.

Next Meetings

Tuesday 12 December 2017 – monthly meeting.

Other dates:

BOT/Staff PTA Xmas Function - Saturday 2 December 2017
Pool meeting 16 February 2018 7.30pm.

The meeting closed at 10.30 p.m.

..... (Date)

..... (Chairperson)

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