

## Takaka Primary School Board of Trustees Thursday 25 May 2017 7pm - Staffroom

## What's on Top:

The learning and wellbeing of our children
"What impact do our decisions have on the wellbeing, learning, progress and achievement of our children?"

1.	Welcome 7.05 pm 1.1 Present L.Manson, J.Bennett,	2mins
	K.McGregor,N.Harwood,K.Robbie, M.Shelley,	2111115
	L.Sheppard	
	1.2 Apologies: F.Murray	2 mins
	1.3 Declaration of conflict of interest n/a	
	1.4 Ratify and pass previous meeting minutes *April*	
	Moved as true and accurate, K.McGregor/ J.Bennett	
	carried	
1.	Self-Review (NAG 2)	
	1.1 Health and Safety at TPS - Presentation by L.Sheppard	20 mins
	N.B- Delegation by board to J. Bennett to Evaluate our	
	systems and begin the conversation with staff, parents,	
	and students.	
	1.2 School wellbeing survey (parent contributions to	20 mins
	analyse and feedback) Huge improvement from last year! Lots of positive comments. Kids feel valued,	20 1111115
	restorative is working well, overall lots of happy	
	helpful comments.	
	1.3 Governance Review Survey- Motion by JB that we add a	
	brief self review at the end of each board meeting to	
	the agenda. Seconded L.M. Carried	
	1.4 Principal Appraisal Update (sharing goals) Motion	20 mins
	from J.B that we meet specifically for self review and to	
	review the principal's appraisal, goals, discuss and	
2	pass- Seconded LM, Carried.	
۷.	Strategic Discussions and Decisions 2.1 Succession Planning (Co-opting) board agreed to	
	advertise in newsletter and ask- being careful to have it	
	be an open process. Strength based decision making	
	(finance, h&S, HR, etc)for what would help the	
	board/school.	
	2.2 Property report- Board thanks MS for excellent report	
	and photos. Property sub committee formed with MS,	
	LM and NH- not responsible for fundraising, to meet,	
	prioritise, report to BOT at next meeting.	
	2.3 Ed Act Changes: Cohort entry consultation -New rule	
	suits our school and new entrants. New entrants now	
3.	able to start in clusters, along with a group of peers.  Curriculum (NAG 1)	
J.	Curriculum (NAC 1)	

4.	3.1 Review of Programmes and interventions - Evaluation of target learners review. programmes impacted by lack of reliever pool.  3.2 Writing programmes and interventions- Target learners being monitored with maths hub and literacy hub. Pleased with math progress. Not sure Reading recovery is working. Coming to June Meeting in review.  Policy Review (NAG 5)- Documentation Self Review and Employer responsibilites.  Check that all BOT know how to log in to review:  Please do this before the meeting and follow the instructions to add your comments about changes to be made.  URL:	
	http://takakaprimary.schooldocs.co.nz	
Usern	ame: takakaprimary	
Passw	vord: standtall	
5.	Monitoring 5.1 Principal's Report May 2017-Huge win with attendance policy, we are now at 92% which is above our target, very awesome! Big bus debacle to impact our school if	20 mins
	goes as planned. Jenny moved report/seconded NH 5.2 Finance Report - March and April 2017- Local funds at	
	35% well down from budget- Board to thank parents	
	who have paid their donations in the Newsletter. Loss	
	on camp Moved M.S, Seconded LM finance report	
	accepted, carried	
	5.3 COL leadership and COL update - big exciting time,	
	hard work for JB, still getting full acceptance and buy	
	in. Robust discussion, hiccups to be expected. Hard	
	work for JB.	
Motion	that the monitoring reports be accepted.	
Motion	that the financial monthly statements for October be adopted.	
6.	Administration	15 mins
	6.1Correspondence (letter in, letter out)In- MOE National Standards report	
	6.2Invoices – approve invoices listed on financial reports (ledger)	
7	Identify agenda items for Next Meeting June 21st	10 mins
/.	7.1 Cohort entry consultation review	10 1111113
Ω	Public Excluded – Leave (In Committee) in at 9.19-out	10 mins
U.	9.21	10 1111113
Reani	red for correspondence out.	
requi	Motion: That the public be excluded from agenda items pursuant to Section 48 of the LGOI & M Act 1987. The reason being to discuss a matter of personnel and the grounds is to protect the privacy of the individual.	
	Moved: IB Seconded: LM	
q	Any Other Business:	
<i>)</i> .	<b>9.1</b> New bus rules to impact TP if they go ahead. MOE to	
	have multiple issue on hands if parents take kids to the	
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other schools, not enough teachers/classrooms, etc. DH	
to look and see if they can find old minutes from Upper	
Takaka School that had historic MOE agreement that kids	
could attend Takaka Primary in perpetuity.	
<b>9.2</b> Motion that Board look at other options to reduce the	
power costs to the school by investigating other	
companies including New Zealand Energy- MS and JB to	
look over and report to board at next meeting.	
10. Meeting Closed 9.45	2 mins
10.1 Statement from the Board (summary of meeting) -	
Who will do this? Not captured in Minutes	