

Wallacetown School Board of Trustees
Minutes of Monthly Meeting
Wednesday 26th February 2020 at 7.30pm

Present:

Neville Hore (Principal), Carl Stewart (Chair), Kelly Hibbs, Danna Zhang-Thomas, Ana Ridley, Doug Jukes, Aaron Parker.

Apologise: Sandii Cullimore

Declaration of interest: Nil

- 1) Election of the Board Chair; Carl Stewart was nominated By Ana Ridley, and re-elected unopposed.
- 2) Welcome to Aaron Parker as Teacher rep (for Sandii) and granted speaking rights.
Welcome (via video link) to Ann Bixley governance Advisor NZST.
 - Discussion had on forming Wallacetown School's 2020 (and beyond) Charter. After parent consultation evening on 12 February, a draft plan was presented to the Board by Neville. After In depth discussion further work to continue this in an extraordinary meeting on 11th March, to fine tune the aims, and set the strategies & goals into place. Aaron recorded a summary of the board's ideas on wording for strategic aims which had been distributed to the board members and will form the basis of the meeting on 11 March 20.

3) Confirmation of previous minutes

Accepted: Kelly/Ana

4) Matters Arising from previous minutes

- a) Bank (Westpac signing authorities): Annie now to be set up as authority.
- b) Bible in schools/Launchpad: Survey. Held over until term 2.

5) Correspondence

- a) Normal bulletins etc. 2 letters late arriving in – held over until next meeting.
- b) Outwards – Nil

6) Reports

a) Financials (November)

- Expenses for Room 4 camp, Building expenses, staff appraisals.

b) Financials (December)

- Annie – invoice Neville for iPad Purchase in December for which he will reimburse the school.

b) Financials (January)

- GST refund in (offset the large October bill).
- 'In committee' 9.05pm to 9.14pm to discuss accounts receivables.

c) Principal report

- First day school Wednesday 29 Jan 2020. Last day to be Friday 11 December 2020.
- Neville revamped principal report well received by Staff and BOT.
- 'In committee' 9.22pm to 9.45pm to discuss data analysis.
- NAG for homework- held over until March meeting.
- Overall the results are very pleasing – a great improvement for the school. As at end of 2019 the percentage of students at or above standard is as follows:

Maths 88% Reading 88% Writing 87%

- PAT tests were held in February – results to be discussed in next meeting.
- Carl requested update on progress made by the children 'below standard' in the April meeting.

7) Fundraising Liaison (Dana)

- Update from Dana – Helen Cummings to step down, Lisa Barclay & Amanda Quinn to head up the fundraising Group.

8) Property and grounds (Doug)

- Doug organised Hedge trimming to happen 7 March 2020
- PD Crew to be organised for clean-up (Neville)

9) Whānau (Ana)

- Great to see the families at the School get together on 12 February – especially pleasing to see the families with younger children there and participating in discussion.

Motion to move reports Accepted Carl/ Doug

10) Items for next agenda – 25 March 2020 7.30pm

1. NAG - homework
2. Timing of lunches (Doug)
3. Google docs (or similar) for Board to use
4. Budget approval
5. Exit interviews with whānau leaving the school
6. Charter

Actions to be completed:

Person responsible	Action	Date to be completed by
Annie	Westpac signing authority for online banking	asap
Kelly/Carl	IT solution for bible in schools survey	Term 2
Neville	Provide budget reports each quarter	Mar/Jun/Sept/Dec
Doug	Website Contact	March

Date for next meeting: 25 March 2020 7.30pm

Meeting concluded: 10pm

Wallacetown School Board of Trustees
Minutes of Monthly Meeting
Wednesday 26th February 2020 at 7.30pm.