

Minutes of the Board of Trustees Meeting held 24 August 2017 at 7.00pm in Room 2, Greta Valley School.

Present: Dave Curtis, Malin Stone, Lisa Connor, Ian Gardner, Kate Verrall, Megan Whelan, Jo Loe and Megan Garside.

Apologies: Nil

## **Welcome**

### **Declaration of Conflict of Interest**

Kate called for any declaration of conflict of interest, none were raised.

### **NZSTA Conference Report**

Kate presented her report to the Board on the NZSTA Conference.

**Action**

### **Principals Report**

As tabled and attached.

#### *Student Achievement*

Malin reported on the mid-year achievement results. Results as expected for this time of year.

#### *Policy Assurance*

The staff went over the Risk Management, Swimming Pool, International students and Safety Management Policies and all were found to be up to day and requiring no change.

#### *5YA*

Funding has been applied for to complete the upgrade to Rooms 1 and 2 during the October school holidays. Malin presented the plans for the upgrade.

#### *Upgrade to Wifi*

Malin advised that we have been approved to receive and SNUP update which will mean that we receive extra wifi units to ensure wifi coverage to all school buildings.

**M Stone/I Gardner**

### **Finance Report**

As tabled/discussed and attached.

It was moved to accept the Finance Report

**M Stone/D Curtis**

### **Curriculum**

Malin updated the board on the PE Long Term plan. We have covered all we need to and the plan is updated until 2019.

Health - to be sent out to parents via email for any comment and update.

### **Strategic**

Malin presented report on Strategic Goal 3, Home/School partnership.

### **Regular Review**

Students with special needs – Megan W reviewed with no changes.

Appointment Procedure – Lisa reviewed with no changes.

Child Protection – Kate reviewed with no changes.

### EOTC

Kate

Kate to update policy to reflect change to criteria re parent selection. To be presented at next meeting.

### **Special Issues**

#### *Principal Appraisal*

Megan and Kate met with Malin and all is going well in the appraisal process.

They will meet again next term with a report to be presented at last meeting of the year.

#### *Mid-term elections*

Kate proposed 16 November as the mid-term election date to enable the process to be completed in time for the appointed trustees to attend the last meeting of the year on 6 December. Kate will approach Sue Sinclair regarding overseeing the election process.

#### *MOE Cohort Entry*

Ian

The board discussed and voted on the option to introduce a cohort entry policy. A letter was tabled from Sue McMillan in which she stated that she felt it was unnecessary.

Kate moved to vote on the issue and asked for votes to

1. Introduce Cohort entry – 0
2. To retain our present policy – 7

#### *Merino Jerseys*

A letter was received from a parent requesting that consideration be given to adding Merino jerseys to the options for our school uniform. It was proposed to survey the school community and based on the outcome to decide what the next step will be.

Kate and Jo will work on the wording for the survey.

#### *CoL Achievement Challenge Plan*

Malin presented the CoL AC Plan.

### Issues for next meeting

#### Policy Review

- Classroom Release – Lisa
- Privacy – Megan
- Salary Units – Dave

### **Correspondence**

As attached

### **Administration**

#### Minutes from Last Meeting

The minutes of the last meeting were passed as a true and accurate record.

**M Stone/K Verrall**

#### Next Meeting

Next meeting: 25 October 2017 at 7.00pm in Room 4.

There being no further business the meeting was closed at 9.20pm.

Signed: \_\_\_\_\_ Chairperson Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Secretary Date: \_\_\_\_\_