

Minutes of the Board of Trustees Meeting held 31<sup>st</sup> May 2017 at 7.00pm in Room 4 Greta Valley School.

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

Apologies: Jo Loe

## Welcome

### Declaration of Conflict of Interest

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

### Action

### Principals Report

As tabled and attached.

Ian to have a look at the climbing board in the Junior Playground and also some of the steps on the Senior Climbing wall are loose.

Bark chips on senior playground need to be topped up. Megan W will look into applying for the relevant grants for this.

### Curriculum- Health

Malin has finished the long term plan for Health and PE (see attached).

Strategic Goal 2 “Skills for Life” Updated and attached.

### Yr 9 Consult

Malin presented the results of the consultation with the Year 8’s from 2016. Overall the results showed that they felt they were well prepared for High School. Malin still concerned about the Science requirements going into secondary school and will follow this up with Hurunui College.

Malin

**M Stone/I Gardner**

### Finance Report

As tabled/discussed and attached.

It was moved to accept the Finance Report

**M Stone/M Whelan**

*Resolution to apply for funding.*

It was resolved that a funding application be made to the Southern Trust for a portion of the funds required to replace the bark in the senior playground with wood chips.

Quote to deliver 36 m3 of Cushion Chip, \$4048.56 (gst excl.). Funding received to date \$2500. It was resolved to apply to the Southern Trust for the amount of \$1548.56.

**I Gardner/M Stone**

### Regular Review

Documentation and Self Review – Ian has reviewed this policy and there are no changes required.

Employer Responsibility – Kate has reviewed this policy and there are no changes.

### EOTC

Needs to be amended to include provision for extra parents to attend camps.

Kate

Kate will follow up with board members to make the necessary changes. To be presented at next meeting.

### **Special Issues**

#### Final Accounts 2016

It was moved to adopt the 2016 Audited Annual Accounts **M Stone/D Curtis**

#### Schoolhouse Repairs

Ian

The schoolhouse bathroom has been repainted and the bathroom heater was removed for safety reasons. A window in one of the bedrooms needs to be repaired as it completely broke off in the wind, and it has been nailed back together. Ian will check what level of repair is needed and arrange to have the work completed.

#### Room 2 Teacher Funding

**Under the Local Government Official Information and Meetings Act 1987, Section 7 (2) (a)**

The Greta Valley School Board of Trustees went into committee.

**MOTION:** To move out of committee

**K Verrall/D Curtis**

#### Wish list for FOS

Any application to FOS for funding over and above the agreed \$10000 should be made in writing to the FOS committee before their AGM in October.

#### Principal Appraisal

Kate, Lisa and Megan W attended the Principal Appraisal workshop held at Broomfield school in April. Kate has met with Malin and together they have set 3 goals ( in line with the Charter). Megan and Kate will undertake the appraisal of Malin at both mid-year and year end and will report to the Board at the end of the year. Next year there is to be an external appraisal and Kate suggested that a board member should collaborate with them to ensure the Board has a good knowledge of the full process.

#### Hurunui Bus Run

The Ministry of Education have taken over the school transport service from School Support. As part of this process they are proposing to discontinue the current service which picks up children at the corner of SH1 and Scargill Valley Road. There would only be a run to Waipara and Waikari. Steve Beck has requested a letter from the Board which states the number of current and potential students who will be effected by this decision.

Board Members “Functions” and Succession Planning/Policy Framework  
To be discussed at next meeting.

#### Rural Support Fund

Jo has proposed a “Top Team” event to be held for community. Better suited for the summer months so may look at doing something later in the year.

#### Issues for next meeting

##### Policy Review

- Students with Special Needs – Megan W
- Appointment Procedures – Lisa

### **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: 23 August 2017 at 7.00pm in Room 4.

There being no further business the meeting was closed at 9.10 pm.

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

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