

**Minutes of the meeting of the
Whenuapai School Board of Trustees
Monday 9th February 2009**

QUORUM PRESENT

Item No 1: MEETING OPEN

The Chair Peter Lamberton, declared the meeting open at 7:05 pm

Item No 2: APOLOGIES

Present: W Spanhake (Principal), Ceilidh Martin, S Corsan (Staff Rep), G Carrington, Peter Lamberton (chair), Eugene Bingham.

APOLOGIES; G Crook, P Wootton.

VISITORS; Margaret O'Connor (PTA)

Item No 3: APPROVAL OF AGENDA

Motion: That the agenda be accepted.

**Moved: Lamberton
Seconded: Spanhake
Carried**

Item No 4: APPROVAL OF PREVIOUS MINUTES

Minutes of the previous meeting were circulated to the BoT.

Motion: That the minutes of the previous meeting be accepted as a true and accurate record of the previous meeting.

**Moved: Lamberton
Seconded: Spanhake
Carried**

Item No 5: MATTERS ARISING FROM THE PREVIOUS MEETING

PinePac Marathon – info packs need to be done. See BOT business.

Item No 6: BOT CORE BUSINESS

BOT Core Business

- ICT Levies – 20+ responses from parents to the survey. Generally supportive but concerned about increase in costs. MOE website checked by Eugene and a compulsory ICT levy is in fact illegal under the current rules. Seems likely that the best way will be to form a sub committee to seek grant applications for the funding. List of priorities for funding to be produced for funding action. Warren to bring up at Principals meeting how other schools are funding it. Origin IT have indicated that they may charge the school for time spent in a consultancy role. Lamberton to check with Wootton to see what has been discussed around this.

Motion: That a funding sub committee be set up consisting of Wootton, Corsan and Lamberton to investigate priorities and seek funding from grants.

**Moved: Lamberton
Seconded: Spanhake
Carried**

- Discovery Room – to be subject to funding priorities. Various priorities need to be sorted first regarding spending money on cabling and/or alternatives.
- Meet the Teacher Evening – later in the week. Generally junior school parents attend. BoT presence would be nice complete with name tags. Teachers to prompt parents to complete contact forms.
- Roll Numbers – 425. 38 new entrants to start this year. Seems to be a lot of enquiries from RNZAF personnel for out of zone placements. When roll reaches 444 MOE funding will be increased. MOE still reluctant to purchase classrooms but once roll reaches 460 all rooms will reach capacity.
- Board Committees – need to re-establish sub committees so items can be actioned before BoT meetings to bring consolidated and researched options so whole of BoT can make easier/faster/better informed decisions
 - Property –Carrington, Spanhake, Bonner, Crook?
 - Policy – Spanhake (to co-opt depending on area of interest)
 - Personnel – Wootton, Martin, Spanhake
 - Fundraising – parent helpers, Bingham, Lamberton
 - ICT – Wootton, Corsan, Lamberton
- Principal's Appraisal – Percy Wootton will carry out the appraisal this year. He will contact last year's appraiser for background info.
- Half Marathon – a meeting with promotion managers is organised but concerned about costs. Option of going to Plan 'B', with lower key attractions due to timing. Food vendors, amusements, Mr Whippy, Coffee Guy, bouncy castle, etc. Then conduct a survey of the competitors to see if they want an expanded version next year. Liquor licence for this years event so wineries could be invited. Subcommittee formed of Spanhake, Carrington, Stockley (parent) to co-ordinate vendors.
- School Bus Service – current bus has a rating of 79 seated, 35 standing approved by MOE for a total of 114. School has 113 eligible students at the moment. Current usage is around 88 children, with 13 of those standing. Suggested amendment in morning is to do one run in the morning which will see children at school at a better time. Note to be added to newsletter to let parents know that a large amount standing is permitted by the MOE.

Item No 7: FINANCE REPORT

Not presented.

Item No 8: CORRESPONDENCE

Motion: That the correspondence be accepted.

Moved: Spanhake
Seconded: Corsan
Carried

Item No 9: REPORTS

a. Property - Maintenance done over holidays:

- External painting Rm 5-7
- Window Edges Rm 1-4
- Colour matching on hall
- Repaint toilets Rm 15-20
- Touch up paint of library toilet ceilings.
- Spouting on Rm 15-20.
- Levelling paving outside Rm 15-20.
- Library resource room partition.
- Rm 13 – leaking fixed and rotten floorboards replaced.

5 year Property Plan:

\$118,546 has been allocated for Block 2 (Rooms 8-11)

\$114,342 has been allocated for Block 3 (Rooms 1-4)

Motion: That the Property Report as presented and discussed be accepted.

Moved: Lamberton
Seconded: Corsan
Carried

Item No 10: GENERAL BUSINESS

1. C. Martin will be away for 3 months mid year. Will still be available to discuss issues by email and vote as req'd.

Item No 11: NEXT MEETING

The next Meeting will be held on Monday the 9th March 2009 at 7pm in the Whenuapai School Staffroom.

Item No 12: MEETING CLOSED

The Chair, Peter Lamberton, declared the meeting closed at 8:40 pm

_____, signed as a true and accurate record this, _____ 2009.