

Warkworth Primary School
Minutes of Board of Trustees Meeting
held in the Conference Room, Senior Side
on Thursday, 6 September, 2007 at 7.00pm

Present : Polly Bull, Suzanne Maddox, Tracey Martin, Chris Murphy, Barry Roberts, Darryl Soljan

In Attendance for Board Meeting: Gillian Irons, Cameron Lockie, Katinka Gregoire

In Attendance for Montessori Presentation:

Sharon Brown, Carol Gray, Maxine Hatfull, Sarah McLean, Roxanne Morley, Donna Wech

Montessori Presentation

Welcome to Tracey Simpson and Rachel Dawson, parent representatives from the Mahurangi Montessori Primary Trust. Tracey gave a 15 minute presentation on “How a Montessori Class would benefit Warkworth Primary School”. This was followed by a half hour question and answer session. After Tracey and Rachel left Darryl gave non-Board members present the opportunity to speak.

8.15pm Board meeting commenced in Boardroom

Apologies: Sandy Dick

Minutes:

Motion: Darryl moved that the Minutes of the meeting on 26 July be accepted as a true and correct record. Chris seconded. Unanimous.

Matters Arising:

Re-roofing Money – Barry has talked to John Karl, MOE and the \$32,000 for re-roofing that was taken from MOE Structural Work account should be able to be transferred to the 5YP account. To be carried over to the next meeting.

Re-capitation Form and Information - Darryl received a reply from the College Board chairman (in late correspondence).

Application to Apply for Funding for Tennis and Squash Coaching - We were unsuccessful in our application for funding of \$1200 from the Century Foundation for ten weeks of tennis & squash coaching for the year 5 & 6 students.

Montessori Proposal

Staff were polled on their stand for the Montessori proposal:

Cameron – yes to move forward.

Chris – yes to move forward.

Barry – reservation is that new staff coming in will get preference over our existing LTR staff. Yes to move forward.

Tracey – reservation that the Montessori group needing to find about \$80,000 to fund a Montessori classroom for the first year and the impact this will have on our school’s fundraising ability.

Gillian – No comment. Not comfortable with it philosophically.

Suzanne – Our staff have had opportunities to get information and give comment. Yes to move forward, while learning from the pitfalls of Long Bay School.

Polly – Marvellous presentation. Yes to move forward.

Darryl – Proceed cautiously.

Motion: Barry moves that we proceed to the next step, to look at the detail of setting up the Montessori classroom by forming a subcommittee. Darryl seconded. Unanimous.

The Board will send the Montessori Primary Trust a letter saying we agree to move forward in principle and we are setting up a working group to develop the terms of reference.

Working group: Barry, Chris, Suzanne, Carol. Suzanne to convene.

REPORTS:

Finance Report:

Presented by Tracey.

Photocopying - \$13,096.07 still unpaid (accrual of 2006 photocopying, bill arrived in April 2007). We disagree with the company over how the debt was created. There is also a lease dispute.

Uniform Prices – Slight increase in charges. The uniform sub-committee to look for alternative suppliers. Finance sub-committee to work with the uniform sub-committee.

Year 6 Camp – Board cannot fund Year 6 camps. Barry will ensure that from 2008 there will be a system setup so that the deficits of the last two years will not reoccur.

Income & expenditure for August - tabled by Tracey.

Motion: Tracey moved that the Finance Report be accepted. Polly seconded. Unanimous.

Principal's Report:

ICAS – stunning results.

PD for staff - iWeb, iDVD, garageband, podcasting is being used in the classrooms. PTA scholarship paid for this. Senior staff found it very enjoyable and useful.

Notebook Leases – MOE subsidises 2/3 and school pays 1/3 for 3 years and then the laptops are replaced. Cameron handed out Laptop Information and Recommendations.

Motion: Darryl moved that

1. the AP and DP receive the Apple Upgrade One, when they come in stock;

2. The other 10 laptops are to be Apple Base models;

3. Buy the 12 laptops, as there is no advantage in leasing them, as there is no extended warranty or insurance.

Barry seconded. Unanimous.

Moved into committee from 9pm – 9.24pm.

Staffing

Barry to draft a thank you letter to Jill McClean who is retiring.

Barry to draft a thank you letter to Mary Cave who is moving to Orewa.

Gillian was congratulated for gaining a position as the Acting Principal at Leigh School for one term.

Motion: Barry moved that the Board grant Gillian leave to take up the position of Acting Principal at Leigh School for Term 4, 2007. Darryl seconded. Unanimous.

Motion: Barry moved that the Principal's Report be accepted. Darryl seconded. Unanimous.

BOT Community Survey:

Unfortunately Sandy is not able to be with us tonight.

Subject to Sandy's approval the Board will produce another community newsletter with the findings of the survey and the results of the recapitation and Darryl will write an update of the Year 7 & 8 proposal on recapitation.

Hill Street Road Closure:

The suggestion from Transit that the end of Hill St be shut brings up safety concerns relating to our school. Chris will find out exactly what RDC are proposing and will draft a letter and email it to the Board. This would be an open letter in the Rodney Times Letter to Murray Noone, Director of Transportation at RDC and Peter Spies, Auckland Regional Manager from Transit NZ. It is proposed that the letter ask for input from local councilors and mayoral candidates.

Policy List:

Tracey and Barry have begun the review of these in relation to the NAGs.

Policies covered in the Charter: Curriculum Delivery; Reading Recovery; Resource Management; Special Needs Education.

Policies covered in Operations: Homework; Library; ICT; Reading Recovery; Planning & Preparation.

Policies that are actually procedures: Assessment & Evaluation; Special Needs Education.

Motion: Tracey moved that the above policies from NAG 1 be removed as policies. Darryl seconded. Unanimous.

Correspondence:

Late Mail Inwards:

MOE : Our School Charter Received

STA : Copyright Licensing Scheme

STA : Issue 176 (distributed)

Parent & School Today : July/August (box)

Tim Holdgate, BOT Chairman, Mahurangi College : Survey Letter to College Parents

Late Mail Outwards:

Principal : Academy Homework Books – No Thanks

Principal : Letters to 20 Local Sponsors of Academy Books

Motion: Darryl moved we approve inwards and accept outwards correspondence. Barry seconded. Unanimous.

Meeting closed at 9.55pm

Date of next meeting Thursday 25 October at 7.00pm