



## Minutes of the Dunsandel School Board of Trustees Meeting

Held on Tuesday 27<sup>th</sup> June 2017 at 7:30pm in the Dunsandel School Reading Area, Irvines Road, Dunsandel

*The meeting began at 7.30pm*

### **Present:**

T Harrold, D Lough, D Robinson, K Paterson, P Newton, J Wolff, V Pettit, S Colenso (Minutes)

### **1.0 WELCOME**

DL welcomed everyone to the meeting

### **2.0 APOLOGIES**

### **3.0 PREVIOUS MINUTES**

It was agreed that the Minutes of the Dunsandel School Board of Trustees Meeting held on 16<sup>th</sup> May 2017 be adopted as a true and correct record. **Agreed**

### **4.0 MATTERS ARISING**

**Action Points** – Action Points were reviewed and updated (see end of Minutes).

### **5.0 CORRESPONDENCE**

#### **5.1 Outward**

#### **5.2 Inward**

- NZSTA News June 2017 (All Board)
- NZSTA Annual Report 2016 (Board chair)

### **6.0 REPORTS – KEY BOARD ISSUES**

#### Student Achievement Targets

##### Strategic Aim One

- Student Achievement Target Mid Year Update. DR presented his report. Discussion was held

##### Strategic Aim Two

- Mayor Sam Broughton visited our school and spoke to the Year 5/6 children
- One child has been selected for the Canterbury Primary Schools Special Choir
- Website has been updated
- Student Management System needs to be updated. We are looking at using the web based system called Edge
- Annual Financial Accounts for 2016 were presented to the Board. The audit shows the school is operating with sound financial management. DR thanked SC for her work with the auditor.

##### Strategic Aim Three

- Rugby & Netball Uniforms have been ordered for Winter Tournament. Thanks to Karen and Kieran Stone for sponsoring both of these.
- New Soccer Uniforms have been ordered as well.
- 6 monthly hazard inspection have been completed
- 5 staff have attended first aid sessions at Southbridge
- Playground Committee have met and decided to hold off on stage 1B for the time being.
- Swimming Pool – VP, TH and CH will get together to discuss options for our swimming pool

- EC, Leeston, Southbridge and Dunsandel have all agreed to proceed to seek approval to form a Community of Learning
- DL to attend the next Dunsandel Community Committee on the 17<sup>th</sup> July.

**Health & Safety**

- The Health & Safety Policy Checklist (Tool One) has been completed by DR
- Board of Trustees Checklist (Tool Two) was discussed it was decided to update list to show evidence prior to signing.
- School Officers Checklist (Tool Three) was signed by all board members

**Admin Notes**

- May Financial Accounts were discussed and approved **all agreed**

**Staffing**

- Staff board dinner to be held on 29<sup>th</sup> July at the Dunsandel Country Café & Tavern

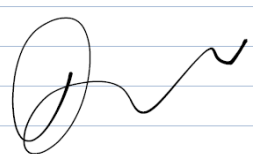
**Time: 8:22 pm** – *That the public be excluded from the following proceedings of this meeting. The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution is as follows:*

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under Sections 48 (1) for the passing of this resolution
1. Student Issue	Good reason to withhold exists under Section 7	7 (2) (a) 48 (1) (a)

- *This resolution is made in reliance on Sections 48 (1) (a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:*
- *For the reasons of professional and legal privilege and to protect the privacy of natural persons.*
- **Time: 8:56 pm** – *That the meeting resume in public session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.*

**There being no further business, the meeting closed at 9:00pm**

**Signed as a true and correct record.**



**Board Chairperson**

Tuesday 22 August 2017

**Date**