



## Minutes of the Dunsandel School Board of Trustees Meeting

Held on Tuesday 26th September 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, J Wolff, P Newton, S Colenso (Minutes)

### 1.0 WELCOME

DL welcomed everyone to the meeting

### 2.0 APOLOGIES

V Pettit, K Paterson

### 3.0 PREVIOUS MINUTES

It was agreed that the Minutes of the Dunsandel School Board of Trustees Meeting held on 22<sup>nd</sup> August 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).

- A soak hole has been put in place by the Selwyn District Council which hopefully has fixed the problem in front of the boiler house.

### 5.0 CORRESPONDENCE

#### 5.1 Outward

#### 5.2 Inward

- NZSTA News 275 August 2017 (All Board)

### 6.0 REPORTS – KEY BOARD ISSUES

#### Student Achievement Targets

##### Strategic Aim Two

- Class set of Ukulele has been purchased for the senior class programme
- Granny Reading Programme has been running for Terms 2 & 3. We will hold a Morning Tea to thank our Granny Readers before the end of term.
- Auditor has been in to review 2017 accounts. There were no issues to discuss.

##### Strategic Aim Three

- Discussion was held to see what procedures are in place to ensure the school is safe for all children and staff. Board was happy that we had effective procedures in place for visitors, children leaving school and routines for children crossing the road.
- Principals have met with representative from the MOE re our Kahui Ako / Col. DR discussed timeframes and process involved, he expects this will take some time to work through.
- There is a Year 6 Cluster Conference to be held on the 1<sup>st</sup> Nov. This day is for the Year 6 children of Dunsandel, Leeston & Southbridge Schools and will be held at the Dunsandel Community Centre. It has been organised through the Nga Matapuna o te Waihora Cluster Leadership Group

**Finance**

August Financial Reports were presented to the Board – Discussion was held and reports were accepted **all agreed**

**Term Dates for 2018**

Term One – School starts on Tuesday 30 January to Friday 13 April

Term Two – Starts 30 April to Friday 6 July

Term Three – Starts 23 July to 28 September

Term Four – 15 October to 14 December

**All Board agreed to these dates**

**Health & Safety**

- Risk Management Checklist was reviewed – Tool 12 & 16 were checked and reviewed. **All agreed DL Signed off**
- Discussion was held on whether the school should be required to carry a defibrillator which could be stored at the school but kept outside for the wider community to use. DL to speak to the Fire Brigade as they have a 2nd defibrillator which we could possibly use.
- Discussion was held regarding the pool fence. We thought a shade sail would be a good idea. TH to follow up.

**School Policy Review**

- Students with Special Needs
- Appointments Procedure

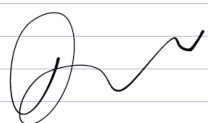
**Reviewed and agreed**

**Community**

- Community Committee Meeting
- Country Day
- SDC Animal Controller talking about Dog Safety
- Chris Norton on Cow Education

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

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



7.11.17

**Board Chairperson**

**Date**