

**Minutes of the Meeting of the Chelsea School Board of Trustees
held in the Administration Meeting Room 21 February 2017
at 6.55pm**

1. Administration

1.1 Present

I van Rijn (Chair), S. Mulcahy, R Hayter, J Caldwell, S Smith, S Raistrick and J. Le Sueur as Minute Secretary.
Meeting started 6.55pm

1.2 Apologies

S Cotcher, F Adam

1.3 Declaration of Interests

Nil

2. Administration

2.1 Confirmation of Minutes

The minutes of the meeting held 06 December 2016 were circulated.

Moved I Van Rijn that the minutes be accepted as a true and correct record with
The following correction –

4.7 GATE Update

2nd Sentence replaced with the following.

“All Board Members expressed their pleasure at the results and data contained in the report and were eager to maintain momentum however *all understood the challenge of this occurring in 2017 to similar levels*”

- carried 6/0

2.2 Correspondence

In - NZSTA - free PD for BOT

Out - Nil

Moved I van Rijn that the inwards correspondence be accepted.

- carried 6/0

2.3 Board Hours

Deferred

Action: S Cotcher to bring hard copy of spread sheet to meetings

3. Decisions

3.1 Appointment of Chair

Nominations for Board chair

- I van Rijn - **nominated** by R Hayter, **seconded** J. Caldwell
- no further nominations
- I van Rijn voted Chair unopposed for 2017 - carried 5/0
(SM as Principal, unable to vote)

3.2

4. Discussions

Charter for 2017

Strategic plan

- Suggestions for cosmetic changes to colour and font to improve readability.
- More detail to Aim 4 – 2017, 2018 to be added before uploading

Analysis of Variance.

- What else could be included - more data for future plans? How can data be used to drive the changes in the aims?
- pg 37 - discussed numbers - what worked and interventions in place to support these learners, how can we identify these learners earlier?
- pg 39 - add more detail - what else can be done to those not making progress?
- resourcing - BoT funding to help for future learners - perhaps need to be future focussed and provide a preventative model
- pg 41 - little or no progress - why not? - need reasons in Reasons for variance column - what progression has been made?

4.1 National Standard Data

- 3 year matched data is still to be gathered (A. Douglas)
- At present change from MUSAC to eTap made it difficult to gather matched data over more than 2 years
- Discussion about our community and implications from this data - comparison to rest of wider community and schools - has our community changed?

2017 Targets Strategic Goal 2

- there was discussion and clarity about this process

Action: S Mulcahy. After all the amendments have been made send copy to members for final approval

4.2 Bring Your Own Device

J. Le Sueur answered questions relating to the proposal of optional/voluntary BYOD in the Year 5 /6 syndicate

Moved S. Mulcahy **seconded** R Hayter that BYOD be voluntary/optional in PHDs after consultation and meeting with parents

-carried 6/0

Website upgrade

Decision needs to be made as the information on the present website is out of date.

Moved S Smith **seconded** J Caldwell that we go with Kiwischools to upgrade our website as soon as possible.

-carried 5/1

Action - meeting Monday 27 February S. Smith & S Raistrick before meeting with Kiwischools

4.3 Air Conditioning Unit – Library

Discussed.

The Board agreed to replace the air conditioning as it is no longer working.

Bi-Election for Staff Representative

The Board accepted the resignation of Sue Smith due to her new appointment as Principal of Upper Harbour Primary. S Mulcahy, on behalf of all members, thanked her for her contribution to the Board during her tenure.

Motion: That an election be held for a new staff representative on the Board of Trustees due to the vacancy caused by the resignation of the current member, Sue Smith. That Sandra Cotcher be appointed as Returning Officer and that Voting Day will be 4th April.

Moved: Sue Smith **Seconded:** Sue Mulcahy

-carried

6. Identify Agenda Items for Next Meeting

6.1 Accounts to Auditor

6.2 Exit Interviews

6.3 EOTC Approvals

6.4 Inquiry Review

6.5 H & S, emotional and social

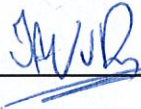
6.6 Maths Update

2017 Meeting Dates

- 28 March
- 16 May
- 20 June
- 08 August
- 12 September
- 30 October
- 05 December

There being no further business the meeting closed at 9.20 pm
S Mulcahy and J Le Sueur left and the remainder of the board went into committee.

Signed _____



Date _____

