

LEVIN INTERMEDIATE SCHOOL

Board of Trustees Meeting

Date: 21st September, 2010
Time: 7.00pm
Location: Rimu Room

Present: P. Hill, S. Binning, H. Irvine, E. Phelps, D. Hollows, H. Bentall, N. Wagstaff,
R. Cornell, R. Edwards, N. Ryder

Apologies: K. Brown, R. Maclean,

Administration Matters: Matters Arising From Minutes of Previous Meeting.

School Uniform Review: Changes to uniform need to include

Girls to be able to wear black tights

Track pants to be replaced with trousers

Shoes to be lace up for boys & girls and Bella style for girls

Socks navy, boys to have long socks, girls short or long

Taonga: The BOT stance re the wearing of taonga was tabled at the fortnightly Whānau Support and was endorsed by the school kaumatua, Kevin Hill.

Resolution: "I move that the minutes of the Board meeting of 24th August, 2010, is a true and accurate record". (*Peta / Helen*)

Inwards Correspondence:

MOE Gazette 06.09.10

STA News August 2010

Te Koru Puawai o Aotearoa – Information

NZSTA National Council Member

MOE 19.08.10 Receipt of LIS Charter & National Standards facts sheet

26.08.10 Approval to use Electronic Attendance Registers

Maths Technology LTD – Invitation to participate in the National Standards School Sample Monitoring & Evaluation Project

Janet Newman Meeting with NZSTA representative & Horowhenua Mayor re National Standards

PPTA Notice of intended strike

Mid Central Health Child & Adolescent Oral Health Services

Outgoing Correspondence:

COMMITTEE REPORTS

Property:

Draft of the 10 year Property Plan (2010 – 2019) has been looked over by BOT sub committee

*** Motion:** BOT accept draft 10 year property plan (*Peta / Neville*)

Terry & Wayne have pulled out boiler; scrap metal worth \$1,000, the school management would like the BOT to consider developing the space left, to create a work shed for caretakers. Terry is seeking quotes to fill in space.

Finance:

Comprehensive finance meeting minutes tabled from 13th September meeting. Main points are

- Digital classroom contract of laptops, a student from this classroom is leaving the area and is unable to continue the contract in regards to the laptop.

*** Motion:** the BOT agrees to purchase this laptop and use it to assist 'at risk' students with their learning. (*Helen / Peta*)

This brings about the need to review the achievability of this classroom. The BOT would like to see this review through the collection of data, ie. Student assessments, parent and student evaluations.

*** Action:** BOT members to pose questions that they would like answered in relation to the digital classroom as a focus for next meeting.

The digital classroom contracts need to be reviewed as the BOT is now funding 3 lease payments for laptops.

- Finance committee wish to begin their annual strategic budget 8th October so staff need to have their proposed budgets in.

Self Review – Policies up for review are

EOTC and Sun Safe Management

Robbie Edwards (Team Leader for EOTC) mentioned that our school RAMS need tweaking as venues and forms of transport now their own Risk Management strategies in place. As a school we need to have a set of workable RAMS for all involved.

*** Action:** Staff to review above policies at staff meeting or Professional Dev early term 4.

Principal's Summary Report:

- Roll 332

Staffing: Planning for relievers for Room 14, term 4 completed.

- Lyndon Cooney to be fare welled and introduced to Poroutawhao School on Friday.

*** Motion:** the BOT agrees to fund the cost of a bus to transport Lyndon and students to Poroutawhao for powhiri.

P D: EHSAS – Sue & Beth presented Availl to principals with 11 schools showing keen interest, Sue to organise further courses in Term 4.

- PB4L – Richard and Robbie took staff PD to further progress the implementation of this programme into LIS
- Inspired Impact – all staff to attend 'Developing the Whole Child' booked for 27 & 28th January 2011, this will also serve to enhance the binding of the 2011 teaching team.

Curriculum: review of Learning Rotations to be completed for presentation at next meeting.

- EOTC – Activities Week reports tabled, by all accounts the various activities went well regardless of the bad weather.

MAJOR ITEM

Availl Literacy – Recent Star Assessment data showed that the Availl Literacy Programme is having a positive effect on literacy levels. The literacy data from Classrooms that had trialled Availl as part of their reading programme showed a slightly higher level of achievement than those classrooms that had stayed with traditional rotational literacy programmes.

GENERAL BUSINESS

Board Training: feedback from recent training, Erin, Dave and Kathryn attended and found the session worthwhile.

*** Action:** photocopy handout 'An introduction to Trusteeship' and include in latest minutes.

Electronic Register: MGM – LIS have been given the go ahead to be a part of the pilot programme for MGM Electronic Register. We have received Policy and Procedures documentation in relation to the MGM programme, Richard Maclean to be appointed as a part of the team.

*** Motion:** the BOT accepts the MGM Implementation Planning Checklist Standard EN (NZ) documentation.

Next Meeting:

Tuesday 26th October BOT Meeting 7pm **Focus: digital classroom discussion**

Meeting closed at 9. 20 pm

