

BAYSWATER SCHOOL BOARD OF TRUSTEES

MINUTES OF MEETING HELD ON TUESDAY 25 OCTOBER 2011 AT 7 PM IN THE LIBRARY

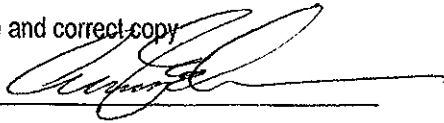
AGENDA	MINUTES	MOVER/ SECONDER	ACTION
PRESENT	Craig Erskine (Chair) Marlon Bridge Lindsay Child Dianne Cluett Stu Siddell Paul Whyte Gareth Williams Allison Butcher (Parent Group Representative) Anne-Marie Horsburgh (Minute Secretary)		
APOLOGIES	Alan Potter		
CONFIRMATION OF MINUTES	RESOLVED that the Minutes of the Meeting held on Monday 26 September 2011 be CONFIRMED.	Gareth/Paul	
MATTERS ARISING	Craig's action points would be carried over until next month. Lindsay advised that she and Paul would be visiting Glendowie Primary School on 22 November to look at their Montessori unit. Marlon advised that he has created an asset register form and will work with Lindsay to complete this.		Craig
CORRESPONDENCE	The correspondence had been circulated. MOVED that the Correspondence be received.	Marlon/Paul	
PRINCIPALS REPORT	Lindsay presented her report and advised that: <ul style="list-style-type: none"> • 79% of children were able to articulate what they were learning and what the next step was, following classroom observations. This was an achievement target in the Annual Plan. • Attendance at the science fair was very good in some classes, with a few classes having poor attendance. Lindsay to ask the teachers in those rooms to follow-up with a few parents to understand some reasons why attendance was low. • Both the Bayswater Avenue and Roberts Avenue crossings had been assessed by Auckland Transport. A 3-pronged approach of education, enforcement and engineering will be employed to relieve the problems. The Police will return to assess speeds on the roads, and engineering options were being looked at to lower speeds. The education part will involve the children making their own life-sized signs for the road. • A sports code of conduct, for players and supporters, is 		Lindsay

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	<p>being developed by students.</p> <ul style="list-style-type: none"> Following discussions with her mentor, she would be working on the Charter and Strategic Plan with the aim of finishing this by the middle of next year. Lindsay agreed to draft a timeline and send this to the Board. The School Vision, Charter and Strategic Plan will all line up with appraisals for staff with the targets in the Annual Plan, so the data management system will run better. Philippa has everything in hand for the upcoming mid-term BOT election. <p>MOVED that the Principals Report be received.</p>	Dianne/Stu	Lindsay
POLICY	Lindsay advised that some policies were due to be signed and these would be presented at the November meeting.		Lindsay
FINANCE	<p>Marlon advised he would forward the September report to the Board via e-mail. He advised that:</p> <ul style="list-style-type: none"> The September figures were on budget. Working capital is positive. <p>Marlon agreed to draft a timetable for work on the budget and forward this to the Board.</p> <p>MOVED that the Finance Report be received.</p>	Lindsay/Stu	Marlon
PROPERTY	<p>Gareth's presented his verbal report. He advised that:</p> <ul style="list-style-type: none"> The tree work had been completed during the holidays. A working bee will be held on Saturday at 10 am. <p>Lindsay agreed to chase Craig Winnie for the roof report and advised that she is chasing the MOE regarding security system upgrades.</p> <p>MOVED that the Property Report be received.</p>	Paul/Stu	Lindsay
STAFF REPRESENTATIVE	<p>Dianne advised that staff were very pleased with the extra teacher in rooms 7 and 8.</p> <p>MOVED that the Staff Representative Report be received.</p>	Paul/Marlon	
GENERAL BUSINESS	It was agreed that Deb be asked to apply to the Mazda Foundation, Pelorus Trust and Nautilus Foundation, for funding for the year 5/6 camp in 2012.		Lindsay
PARENT GROUP	Allison advised that planning for the Duathlon was going well. The naming sponsor was Citek, with a total of \$12,700 raised from sponsorship. T-shirts would be printed next week. Signs are currently being printed and other schools are being visited to publicise the event. Glenda Kane has been marketing the event locally. The website is open for enrolments. The Parent		

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	<p>Net has provided volunteers. The local Policeman was unable to run the 5 and 6 year old event. Stu agreed to contact the Police to see if someone could attend, and Lindsay agreed to contact Auckland Transport.</p> <p>Allison also advised that the Auto Show Committee has set a date for 4 March and planning was well underway.</p> <p>Lindsay thanked Allison for taking on the organisation of the Duathlon.</p> <p>MOVED that the Parent Group Report be received.</p>	Paul/Dianne	Stu Lindsay
MEETING CLOSURE	The meeting closed at 8.10 pm.		
NEXT MEETING	The next meeting will be held on Monday 28 November 2011.		

Certified true and correct copy

Signature



Name

CRAIG ERSKINE

Date

27/10/11