

**Minutes of the July Meeting of the Matamata College Board of Trustees held on
Tuesday 28th July 2009 – 7.00pm**

Present: A Munro, L Smith, B Williams, B Tuhakaraina, P Watkin, G Baker, P Vossen,
M Liddle, W Gage, C Tiddy, J McCormack.

Apologies: L Parish.

Michelle Liddle/C Tiddy carried

Curriculum Delivery: NIL

Minutes of the previous meeting:

Minutes of the Board of Trustees June meeting held on Tuesday 30th June 2009 were read and accepted as a true and accurate record.

G Baker / C Tiddy Carried

Matters Arising From Previous Meeting Minutes:

- Parent Survey – collated and results emailed to all Board members - paper copies to be issued as some members had difficulty opening the e-mail. Staff have been issued the survey as well – comparison to see if staff and community on “the same page”. Results will be collated and issued for next Board meeting.

Correspondence: See attached schedule

- Equiticorp – This is an historical investment by the Matamata College Educational Trust. Looks unlikely to have a resolution anytime soon.
- ERO report – for discussion later.

Moved - that the Inwards correspondence be accepted and the outwards approved

P Vossen / B Tuhakaraina carried

Finance Report: Bret discussed his written report tabled. ASB Bank gave a presentation on its banking products and services to the Finance committee. Very similar products – better interest rates. Committed to good relationship with schools – already involved in the Y12 Young Enterprise scheme, sponsor Principals and EO associations. Have specialist school managers. Jennifer to provide a rates comparison with Westpac and follow-up with other schools for feedback on the services they receive from the ASB and how easy the change over went.

Projections are indicating a break even position for the year end and a reduction in working capital of about 30K.

Annual auditing position up for tender this year. Prefer to remain with current auditors however will try and insert a completion date clause in the contract for services. Board would like more time to peruse accounts prior to the statutory filing date of the 31 May.

Moved: The payments for June of \$351001.85 be approved.

B Williams/P Watkin carried

Moved: That the Finance Report be accepted.

B Williams/P Watkin carried

Principal's Report: Alan discussed his report previously circulated.

- Roll steady – leavers are being balanced by new enrolments.
- Alternative Ed – Piako Whanua report attached – most Matamata College students have improved attendance.
- Tirau Bus – still running and hoping to maintain the service until the end of the year. Some parents will have difficulty sustaining funding of their own bus. “so we wait and see”

- Attendance - recording has been more accurate in term 2.
- Yr11 Dance night – Glenn had to deal with numerous complaints about dance content and behaviour. Has had discussions with PE dept about improvements for next year.
- ERO – power point presentation on report. Generally positive report. 4 recommendations for Board and SMT to follow up. Have until 5/8 to argue any “point of fact” in the report. Will address one comment about the use of PAT results to place students in classes.
- NZQA – changes in 2010 will only allow a student one resit of an internal standard.
- Birkenhead sports exchange went really well. Student behaviour both home and away was excellent.
- Kapa Haka practice has started again and they have requested and been granted permission to practice period 1 on a Monday for Y9 & 10 students only.
- New staff are settling in well. Two new Canadian teachers will have a two day induction programme prior to starting teaching.
- Thanks to the Board for the prompt action to address the heating issues in various classrooms.
- Health Nurse and Dr’s clinics are being well used - the news of the extension of the Dr’s clinic for term 3 was pleasing. This is an excellent facility for our students.
- World Vision – the senior students oversaw a very successful fundraising effort for World Vision through the 40 Hr Famine. Total raised put us in the top 30 schools in the country – we also had the biggest % increase in funds from last year.

Moved: The Principals report be accepted.

A Munro /B Tuhakaraina Carried

Property Committee Report:

Peter Vossen discussed Property meeting .T Block – have made progress with the builders over variations in dispute. Outstanding issues now relate solely with the Architect/Project Manager. Committee are now looking at the refurbishment of the remaining A Block classrooms and the Maths dept Offices. Next meeting will set-up project guidelines and seek quotes from contractors.

Glendowie College will be forwarding their plans on the gym they have under construction for our consideration – theirs is a 1.6m project that has been future proofed.

Moved: Property report.

P Vossen/G Baker Carried

Maori Report: Next Te Rangimarie Committee meeting 1 August. Kapa Haka practice period 1 Monday for Y9 & 10 – hoping to encourage boys participation in kapa haka. Te Wairere exchange is going ahead with Morrinsville and Matamata week 6, 26th August in Morrinsville.

Student Report: No report – looking for update on the lab stools and hand dryers. Sample of lab stools obtained – students and teachers liked the look and comfort of them. No funds available at present – however will plan for some classroom replacements in capital budget for 2010. Caretaker refurbishing existing stools. Electrician to install hand dryers into each of the gym changing rooms at a cost of \$2000 approx. Power supply for them has been an issue.

Staff Representative: Staff request Boards consideration on the continuation of the Community Education night classes for 2010 now that Govt funding has been withdrawn. Discussed options – currently the classes being run at the college would not meet the TEC requirements for funding next year. Board would be required to finance admin support, advertising and room use if classes were to continue. This is not Boards core business which is “the education of secondary students” and would take funds away from students.

N block – classrooms not cleaned at all during the holidays??!! – They should have been done - Jennifer to follow-up with Eddie. Michelle to seek specific feedback from teachers to enable better targeting of problem.

PIM Report: N/A

Sports Club Report: N/A

Policies: N/A

Chairpersons Report: N/A

Audit Committee Report: N/A

General Business:

- ACE 2010 – Night class funding –further to discussion with staff rep TEC wants to know by 31 July 2009 if the BOT wishes to
 - No longer intends to deliver an ACE programme in 2010
 - Intends to deliver a user-pays based ACE programme in 2010 (and not seek TEC funding)
 - Is interested in delivering a TEC funded ACE programme in 2010
 - Is interested in delivering a combination of TEC funded and user-pays based ACE programmes in 2010
 - Moved: that the Matamata College Board of Trustees no longer intends to deliver an ACE programme in 2010. However they would endorse a stand alone, user pays system should an outside provider wish to provide a night class to the Matamata community. B Williams/P Watkin Carried.
- Student Rep Elections for 2009/2010. When are these to be held? Jennifer to investigate. Liaise with Michelle so she can promote amongst Year 12.

There being no further business the meeting closed at 9.30pm.

Next meeting: Tuesday 25th August 2009

Confirmed as a true and correct record.

Signed: _____ Date: _____
Chairperson Board of Trustees