

**Minutes of the May Meeting of the Matamata College Board of Trustees held on
Tuesday 26th May 2009 – 7.00pm**

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

Apologies: L Parish, C Tiddy. P Watkin/ B Williams carried

Curriculum Delivery: The Revised NZ Curriculum – G Rowsell

Staff have been preparing for the implementation of the Revised NZ Curriculum since the beginning of last year. More about how we teach not what we teach. Focused on

- Learners first
- Future focused – learning in the 21st century
- Key competencies

College currently looking at / developing teaching strategies.

Minutes of the previous meeting:

Minutes of the Board of Trustees April meeting held on Tuesday 5th May 2009 were read and accepted as a true and accurate record.

G Baker / M Liddle Carried

Matters Arising From Previous Meeting Minutes:

- Sports clubs - ideas for spending surplus funds. For General Business

Correspondence: See attached schedule

- Resignation received from M Pim. Moved: to accept M Pim's resignation.
G Rowsell/B Williams carried
- R Brooks request for leave to apply for Sabbatical leave. Moved: that the Board support his application.
G Rowsell / M Liddle carried
- R Uttinger – request for contribution from the Board towards the cost of erecting a new fence on the boundary of her property with the school. Referred to the next Property meeting for consideration. Contact MOE Property division for guidelines regarding obligations with shared fencing.

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

B Tuhakarania / W Gage carried

Finance Report: Bret discussed his written report tabled. Projections as at the end of April looking better. Improvement to working capital and the end of year deficit has been reduced to \$15k. Gross margins in the Canteen seem to have slipped back. Need to monitor this. Still have to meet our statutory obligations regarding filing of the 2008 Audited Financial Statements. The Bus Trust has not forwarded their Audited accounts yet, which is holding us up. We have done all that we can. A Change is required in the treatment of the grant received for the funding of the Bus Transport Network – now need to open a separate account in the school name that Multiserve can have access to. Discussed options for the follow-up of outstanding school fees – as the school fee is a donation don't feel that the Board is able to pursue this. Unpaid sport fees students are stood down from teams until outstanding fees are paid – can only continue to send out reminder via the regular account home and include requests for payment in the newsletter.

Moved: The payments for April of \$417286.53 be approved.

B Williams/P Watkin carried

Moved: That the Finance Report be accepted.

B Williams/P Watkin carried

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

- Discussed the NCEA results published in the Waikato Times- Comparison with other similar rural, decil ratings schools are favourable. Would like to have seen the Level 1 results higher and concern expressed that the level 2 results this year may reflect a similar trend as the students move through from level 1 to 2.
- Roll remains steady. Trend noticed of more transient students this year.
- Tirau Bus situation still not resolved – Putaruru College have refused to extend the boundaries. Looking likely that the parents will have to fund their own bus.
- Attendance – still struggling to improve attendance. Not sure what else can be done.
- Kapa Haka – The group turned on an excellent performance at the Tainui Regionals. Students performed with distinction. Having a break at present and will return to practice for the Pare Hauraki completion later in the year.
- MIDYIS testing results discussed. There is a bigger tail this year from previous years. Overall MIDYIS results at 97.5 average NZ wide at 100. PAT test results confirms the MIDYIS results. Highlights the need for the appointment of a Literacy Teacher to assist these students.
- Senior reports will be posted home tomorrow. 38 parents have already made appointments in the new system for the Parent Interviews following the senior reports.
- A parental survey will also be going home in the report mail-out.
- Principals Sabbatical – currently firming up the organisation for the sabbatical – have a number of similar schools who have agreed to my visiting them.
- English teacher vacancy x2 – appointments made to a couple from Canada. They will be here week 3 term 3. Mat Pim can stay on to cover his classes until then and have arranged a relief teacher to cover S Morris vacancy.
- Extra Management Units generated from the roll increase have been allocated to appropriate staff based on the extra responsibility in their roles for NZQA.
- Lockdown procedures where tested recently with a real time situation – worked well though - as always there are some areas that could be improved on.
- Buses – the recent tragic accident highlighted the need to ensure that the student Bus Route records are maintained on Kamar.
- Unfortunately there was an incident of a Student assault on a teacher. Student has been suspended to appear before the Board tomorrow night.

Moved: The Principals report be accepted.

G Rowsell/B Tuhakaraina Carried

Property Committee Report:

Peter Vossen discussed Property meeting held with Michelle Smart Property advisor with the MOE in Hamilton.

- Received advice regarding the T Block overruns. The completed project is looking good however need to address the budget issues with the Project Manager on his return from Holiday.

- Will be claiming the N Block repairs from the Structural Strengthening budget – need to follow-up with the Engineers for their invoice so the claim can proceed.
- Currently due to the increased roll only over space by 1 classroom.

Moved: Property report.

P Vossen/G Baker Carried

Maori Report: Te Rangimarie Committee Meeting Minutes were tabled. Pauline Watkin also reported on the meeting. It was well attended. Discussed issues on Maori student attendance and achievement. Lynette Parish explained NCEA. Would like the Board to be more accountable for seeing that teachers are working on skills for engaging students. Request that a meeting for whanau is arrange for a Sunday to explain the NCEA system and that it is 'doable'. Discussion followed and the Board agreed that they are obliged to follow-up on this request. They would like the Te Rangimarie Committee to endeavour to bring other families along with them to the meeting. Boards roll is governance of the school –Joint responsibility between Board, Staff and Whanua for student achievement - staff are already focusing on Maori student engagement.

Student Report: NIL

Staff Representative: NIL

PIM Report:

Meeting last week with a presentation for parents - "Parents as Careers Advisors"

Sports Club Report: AGM was held Monday 25th May 6pm – 3 members stood down. New members voted on J Mair, S Dickinson, P Stichbury. Plans for the surplus funds are for a Beach Volleyball court. Rowing equipment stored at Lake Karapiro is no longer being utilised – so have decided to sell it and use the money to fund other sports. Also looking at replacement uniforms for some teams. For discussion, the possibility of the Sports Club doing "on-going fundraising" towards a Future joint replacement Gym project.

Policies: NIL

Chairpersons Report: NIL

Audit Committee Report:

Parent satisfaction survey is being sent out this week.

General Business:

- **Sports Clubs – ideas for spending surplus funds-** discussed during the Sports Club report – 1st 11 Boys Soccer need new tracksuits – looking shabby at the moment. Upgrading uniforms are being look at for some teams.

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

Next meeting: Tuesday 30th June 2009

Confirmed as a true and correct record.

Signed: _____

Date: _____

Chairperson Board of Trustees