

**VERRAN PRIMARY SCHOOL
BOARD OF TRUSTEES MEETING MINUTES**

Tuesday 23 August 2010

Start time:	7.15pm
Present:	
Jo Bramley	Jeanette Dunning
Jo Cancare	Craig Hazeldine
Paulette Watt	Maryrose Barker
Leonie Sykes	
Minutes of last meeting	JC/CH

Finance

All budgets are at expected levels. There is a \$ 36,000 provision in the balance sheet for maintenance. Amendments to the classroom budgets will be made to include some of this provision. Craig and Jo will meet before the next Board meeting to prioritise classroom maintenance needs.

Property Development

Library

The paperwork will be sent to the Council this week.

CH

Front Fence

Carried forward

New Classroom.

The new classroom project is going to tender this week. Matthew Ensoll is to alter the plans to accommodate fire regulations. He will meet with Craig and Jeanette to finalise the plans this week.

The Ministry of Education has agreed to a larger building. Ideas were discussed of ways in which to blend the building into the school.

Planning for the Year

shade sails – will be looked at after the new classroom is installed as this may impact on the positioning of the sails.

Data Projectors – carried forward

JB

Heating – the paperwork is to be submitted to the MOE.

CH

SECURITY LIGHTING – the paperwork is to be submitted to the MOE.

CH

ROOFING – Metalcraft Roofing has been selected to carry out the roofing work.

Proposed: JB

Seconded: CH

Parent's Letter

A letter about headlice in the school has been received from a parent. A discussion was held on ways to limit the impact of headlice on families. A reply will be sent to the parent this week.

Strategic Plan Meeting

The second sub-committee meeting will be held on 27th August at 3.30.

Policies for Review

The following policies were reviewed and amended as appropriate:

Emergency Procedures Policy
Equal Employment Opportunity Policy
Gender Policy

Principal's Report

Copy on file.

6 Year Net Report

Copy on file.

Correspondence In

See list on Agenda.

General Business

The NZEI are campaigning for the government to run trials on the National Standards levels to see if they are realistic.

The NZEI have sent Board members a "Warrant of Fitness" survey on National Standards. The survey was completed in the meeting.

The Auckland Primary Principals' Association has set National Standards targets for 2011.

Wormald were contracted by the Ministry to test the bell and the fire alarms. The equipment passed all tests and only one new battery was required.

Meeting Closed:

9.15pm

Next Meeting:

20th September 2010