

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

Monday 26th April 2010

Start time:	7.10pm
Present:	
Jo Bramley	Jeanette Dunning
Jo Cancare	Craig Hazeldine
Paulette Watt	Leonie Sykes
Jackie Geater	Maryrose Barker
Minutes of last meeting	MB/PW

Finance

JC

The accounts are running smoothly and budget is going according to plan. Jo Cancare and Jeanette are to organise a meeting with Kerry Dean from Leading Edge.

Property Development

Library

The PS4 form has been received from Marino Consultants. The drain layer and the plumber need to provide copies of the building consents. The plumber now lives in Australia but as he only supplied the taps and pump it may not be necessary for him to provide any paperwork.

Front Fence

Carried forward.

CH

Board Election

Congratulations to Paulette Watt and Craig Hazeldine – they will serve another term on the Board. Congratulations to Isaac Driver who has joined the Board. Thank you to Jackie Geater for all her hard work during her two terms. Information about the new Board and a photo will be posted on the website.

JD

New Classroom and Hall up-grade

Econobuild have sent in a quote and Matthew Ensoll had a few questions for them. The replies are still to come.

Carparking

The paperwork is now finalised.

Planning for the Year

shade sails – One company has viewed the site and will give a quote. Another two companies are sending reps on Thursday.

JB

Data Projectors – carried forward

JB

Heating – the old pipes will be closed down and the gas disconnected. The boiler will remain for spare parts but will be disconnected.

CH

SECURITY LIGHTING-Geoff Hall has identified the types of lighting that are required throughout the school. A quote will be sent as well as a quote for two more security cameras. Remote access to the cameras was discussed and will be further reviewed.

5YA - Planned Maintenance

Craig revealed the 5YA amounts available for the interior and exterior painting of all classroom blocks, the Enviro room, art shed, PE shed and for the maintenance of the fields. The Budget Calculation Sheet includes \$ 26,000 more not previously included in the 5YA.

The 5YA needs to be set. John Karl should let us know the new correct amount. **CH**

Security

The budget has been increased to allow for the continuation of night patrols and to maintain call-out responses.

Policies for Review

The following policies were reviewed and amended as appropriate:

Staff Development
Staff Leave
Staffing

Principal's Report

Copy on file.

Strategic Plan

The Strategic Plan was reviewed by the Board.

JD

Annual Plan and Targets

These are to be based on the Strategic Plan. The Annual Plan was discussed.

Correspondence In

See list on Agenda.

Correspondence Out

NIL

General Business

It was decided that the Board members will walk around the school grounds on Saturday 8th May at 3.00pm and identify problems with the property and grounds.

Meeting Closed:

9.45pm

Next Meeting:

28th May 2010