

**VERRAN PRIMARY SCHOOL
BOARD OF TRUSTEES MEETING MINUTES
4th April 2011**

Start time: 7.00pm

Present:

Jo Bramley	Jeanette Dunning
Isaac Driver	Craig Hazeldine
Paulette Watt	Maryrose Barker
Leonie Sykes	Jo Cancare

Minutes of last meeting PW/ID

Finance

The Annual Accounts have been received and the deficit is more than the budgeted deficit. Cyclical maintenance provisions need to be moved into the budget to lessen the deficit. Painting is listed as a current liability and should be included in cyclical maintenance. Vandalism and heat/light/water claims can be lodged with the MOE. Furniture for the new classroom can also be claimed. The salary for an extra teacher is paid for by school and this contributes to the short fall. A meeting with Kerry Dean will be held and these adjustments will be made before sign off.

Property Development

Front Fence

Joe will be back to complete the work on the front fence and gates

New Classroom

The project is on budget and this includes the flooring for the Art Shed. There is a long list of defects and problems to correct before sign-off.

Other Classrooms

All the other classrooms need to be lined with pin board and painted. \$23,000 from cyclical maintenance could be used to complete this project. Craig will draft the criteria and arrange three quotes. **CH**

Planned Maintenance

A weekend walkabout will be held to decide which classroom block is most in need of maintenance. Decisions will be made about how much painting can be done in-house.

Planning for the Year

Data Projectors – carried forward **JB**

Heating – carried forward until three quotes are in. They will be installed before Winter. **CH**

PAINTING- Isaac has one quote and we are awaiting two more. **ID**

Shade Sales – will be reviewed on completion of the new classroom. **JB**

Security Lighting – the cameras will be adjusted slightly so that the lighting picks up the images correctly. Geoff Hall will reset them. **JD**

GENERAL – we cannot add any more floor space to the school using MOE funds. Any additions to floor space will have to be funded by school.
On 1st July, the 5YA payment will be made to our account.

Strategic Plan Meeting

The draft plan was distributed to sub-committee members for review. Comments will be emailed among all members and then a meeting will be held to discuss changes.

Principal's Report

Copy on file.

Correspondence In

See list on Agenda.

General Business

Maryrose thanked the Board for their gift of flowers that were sent when she was on sick leave.

The staff thanked the Board for buying pizzas at the Parent/Teacher/Student interviews. The PSG did less than the usual amount of fundraising in Term 1 as parents had a lot of expenses and PSG members are fewer than normal.

Town 'n' Country Day will be on 1st October.

Auckland City Council has sent their Draft Annual Plan and we will now be charged for water in/water out instead of a pan tax. The MOE will not increase funding to allow for this increase in costs.

A letter was received from Anne Tolley about bullying. A staff meeting was devoted to this topic. The WITS programme and other programmes such as Peer Mediators are in place.

Meeting Closed:

9.20pm

Next Meeting:

2nd May 2011