

**VERRAN PRIMARY SCHOOL
BOARD OF TRUSTEES MEETING MINUTES
30th October 2012**

Start time: 7.00pm

Present:

Jo Bramley	Jeanette Dunning
Leonie Sykes	Maryrose Barker
Jo Cancare	Craig Hazeldine
Jackie Kerr	Isaac Driver

Minutes of last meeting JB/MB

7.00pm

Subject	Reason	Grounds
In Committee	Confidentiality	Local Govt Official Information & Meeting Act 1978 s48/1b

7.15pm – public meeting resumed

Finance

Most areas are on budget at 75% of year.

Leonie will submit a vandalism claim to the Ministry for 2012.

LS

Jackie is to attend a training session on Thursday.

Front Fence

Measuring was done during the holidays. Carried forward.

Security Camera

Geoff will wire the Room 1 and Room 6 cameras to the server.

Planned Maintenance

Painting

The Senior Block will be painted next. Isaac will ask Nigel if his previous quote still stands. He will also ask if we can pay in installments.

10YA

We paid an invoice from Top Drawer Consultants when one wall of the hall was replaced. A copy of this invoice will be sent to Waitakere Architects. Once they have received the invoice the 10YA will be submitted to the Ministry.

LS

Sabbatical for Jeanette Dunning

The Ministry has approved a sabbatical for Jeanette for Term 2, 2013. The school community will be informed in Term 1.

Policies for Review

Jo Cancare has found a policy relating to the use of social media e.g. Facebook. She will circulate it for review.

Staff Leave
Staffing
Student Teacher Guidelines

Principal's Report

Copy on File

Correspondence In

See list on Agenda

General Business

Security patrols will be done by parents on Guy Fawkes weekend.

Waitakere Architects want to put in a generic air conditioning system rather than heat pumps. If this was done then parts would be replaced rather than whole units with a lifespan of 12 years. The cost of an air conditioning system is \$ 22,000 compared with heat pumps of \$ 40,000.

It was agreed that we will buy heat pumps for the Junior block and budget for an air conditioning system in the 10YA that will be drawn up in 10 year's time.

Craig will arrange for the electrical circuit board to be inspected before we install the Junior Block heat pumps.

CH

We want to put four outside tables and benches in the Junior area. Isaac will investigate the cost of these.

ID

We will approach the Birkenhead/Northcote Licensing Trust for a grant to refurbish the hall.

JD

It was agreed that the Board would pay Christina Guy a koha if funds were available at the end of the year.

Meet Closed: 8.50pm

Next Meeting: 27th November 2012