

**MINUTES OF THE LAWRENCE AREA SCHOOL BOARD OF TRUSTEES MEETING HELD ON TUESDAY 29<sup>th</sup> AUGUST 2017 COMMENCING AT 5:30 P.M.**

**PRESENT:** P Eason (Chairperson), S Wither, D Young, H O'Shea, J Auld, G May, K Ponsonby and M Patterson.

**IN ATTENDANCE:** J Murray, T Samson and M Cummings

**APOLOGIES:** C Harrex.

**ANNUAL CURRICULUM REVIEW:** Jo and Tim tabled their technologies reports. The reports were discussed amongst the board.

**MINUTES:**

It was resolved that the minutes of the previous meeting held on the 25<sup>th</sup> July 2017 are confirmed as true and correct.

P Eason / G May

**MATTERS ARISING:** None.

**CORRESPONDENCE:** John tabled the correspondence and this was discussed. Gazette, Building Feasibility report, Tim Samson resignation letter, Garden to Table, Conference report, Cohort Entry, RAMS – SO Cross Country, Sports Leaders, Ski Trip. ODT article. Additional correspondence – EOTC Event Proposal for Stewart Island Yr 7/8 camp, STA News.

It was moved that Tim Samson's letter of resignations be accepted.

J Auld / P Eason

**OUTWARD CORRESPONDENCE:** Konica has sent letters to Susan and Tash letters acknowledging their resignation along with Tim.

**CHAIRPERSONS REPORT:** Paul thanked the board for sending himself, John, Pauline and Mark to the recent NZ Areas School Conference – there were great speakers and workshops. All staff and board members to remain positive with the future rebuild.

**PRINCIPAL'S REPORT:** John tabled his Principal's Report.

**PERSONNEL:** Zoe Taylor to start Monday 4th September. Both Technology and English positions advertised, slow response to date. Would like to advertise the PE job this week all things being equal. Technology position requires strength in a second subject. MOE have granted staffing for special reasons in relation to PEd but this did not include 'holiday' pay, working on this. Sabbatical offered for Term 3 2018.

**FINANCIAL:** Xero/Monty use progressing well. Need to review personnel costs: support staff, teachers against funding and budget. Look forward to 2018 budget – not totally practical until end of October when provisional staffing and funding is announced. Look at savings and funding sources for new van. Look and funding sources for school/class gardens. We are now a member of 'Garden to Table'.

PROPERTY; Grass cutting season on its way, we might have to help out now and then. Young Farmers giving the school gardens a once over on 1<sup>st</sup> September – asking for help to buy team uniform. Robert Lyle phoned – going to GETS or similar for expression of interest from architects. OIA. We need to start thinking seriously about what we want from a rebuild. Russell Dickey keen to come on board when we start to go ahead with this. Keeley has not completed painting tasks yet. Tractor and Mower on Trade Me for \$5500. Skateboard Park – no objection from MOE – awaiting more information from committee.

STRATEGIC ACTIVITIES; Strategic Goal 1: Improve achievement outcomes for all students with a specific focus on individual students with identified needs and abilities, and current target groups including boys and our Maori students. Strategic Goal 2: To promote student engagement in learning and the school community. Strategic Goal 3: Foster collaboration within and across schools with three key foci: raising achievement in writing, raising achievement in mathematics and lifting student engagement.

Review of 2016 complete, sent to MOE. Strategic Plan/charter updated.....no huge changes as plan spans 2016-19. NZ Area Schools Conference was of a very good standard. Much time was spent talking with people from other schools, invaluable learning. Many good ideas were shared with some interesting initiatives for our school to explore (see reports). Gillian, Tim and John attended 'launch' of new digital technologies curriculum, feedback at meeting. CoL Jumbo day Friday 8<sup>th</sup> September – BOT welcome to attend. Annual Report 2016 and strategic plan have been acknowledged by MOE as received. CoL – Gillian and John took part in MOE roadshow on CoL's. NZSTA Conference attended: Paul, Konica, Christine, Steve, Dana and John – very worthwhile day good contacts made – good info gained at workshops – reports coming. Sports/Activities: 31<sup>st</sup>/1<sup>st</sup> EPro 8 'technology' challenge for Yr 5-8, 2<sup>nd</sup> August Clued Up Kids; 3<sup>rd</sup> August Class Act, 4<sup>th</sup> August sports activator; 7/8 August Parent/Teacher interviews; 9<sup>th</sup> August regional clay bird shoot. 10 August School Cross Country, 15<sup>th</sup> August Athletics – Yr 5,7,9, 16<sup>th</sup> August EPro final, 16<sup>th</sup> – 18<sup>th</sup> August NZ Area Schools Conference, 22<sup>nd</sup> – 23<sup>rd</sup> August Attitude Yr 7 -13, 23<sup>rd</sup> August South Otago Cross Country, 24<sup>th</sup> August Junior speeches and recitals, 25<sup>th</sup> August CoL – Gary, Sandy, Rosemary visiting format to be confirmed, 29 August Yr 5/6 Otago Netball. Coming Up: 31<sup>st</sup> August Yr 7/8 Otago netball, 1<sup>st</sup> September Sports Activator, 4<sup>th</sup> – 8<sup>th</sup> September SI Netball, 8<sup>th</sup> September CoL Jumbo Day involves teaching staff and BOT; Get to Go Yr 9/10, 18<sup>th</sup> September PTA Meeting, 19<sup>th</sup> September CAT Exam Yr 11; 22<sup>nd</sup> September Young Farmers mufti day, 28 September Drama Night, 29 September End of Term.

**FINANCIAL REPORT:** The Financial report was tabled. It was resolved that the accounts tabled for payment are approved and the financial statement be accepted. A few issues with Xero but Kate working on this.

S Wither / K Ponsonby

**SPORT/LEOTC:** Sports BOT Round Up – August 2017: 28<sup>th</sup> July – Yr 7/8 Friday night basketball continues with Mr Auld. Also three secondary teams in the community league. 31<sup>st</sup> July – 3 students from Lawrence are taking part in Monday Night Hockey in Balclutha. These students are playing for Rosebank. Oakley Davey has been selected to trial for the South Otago Yr 6 team. 2<sup>nd</sup> August – Yr 6 kids attending Clued up Kids at Balclutha with great feedback. Mrs Hughes attended also. 4<sup>th</sup> August – Sports Activator – Hockey. 4<sup>th</sup> August – Yr 5/6 indoor Cricket has started at the Rec Centre with a Lawrence team taking part. 10<sup>th</sup> August – School X Country – Full school cross country went well. It was a cold day however the course under foot was perfect. All students had fun and all completed the course except one due to asthma. No injuries were recorded. All students received an ice block at the

end. 23<sup>rd</sup> August – SOPPSA X Country – 21 students took part in the event. Mrs Taylor and Kate accompanied the students. Blake Macdonald won the Yr 8 boys section. Issy Young placed 2<sup>nd</sup> in the year 3 girls and Regan Macdonald 5<sup>th</sup> in the Yr 6 boys. 5 students will go on to the Otago Champs on the 1<sup>st</sup> September – Blake Macdonald, Logan Wither, Regan Macdonald, Caitlyn May and Luca Bell 25<sup>th</sup> – 26<sup>th</sup> August – School ski trip – 36 students attended on the Friday and 34 on the Saturday. 29<sup>th</sup> August – Yr 5/6 primary netball champs – Dunedin – Year 5 team were placed 8<sup>th</sup> out of 16. Coming Up 31<sup>st</sup> August – Yr 7/8 primary netball champs – Dunedin, 1<sup>st</sup> September – Sports Activator – Touch 3<sup>rd</sup> September – 8<sup>th</sup> September – South Island Secondary Schools Netball, 15<sup>th</sup> September – Get 2 Go Challenge, 15<sup>th</sup> September – Sports Activator, 18<sup>th</sup> – 19<sup>th</sup> September – Kate to attend South Island sports coordinator conference – Christchurch, 28<sup>th</sup> September – Country Sports coordinators meeting. With Thanks Kate Anderson

**STAFF REPORT:** Students have been very busy representing the school at a number of events this term. Great to see such a high percentage of families represented at our parent/teacher interviews in week 2 - also a positive response to our new online booking system. Sara, Gillian, and Christine worked together to develop a policy and procedure for digital citizenship. Once this has been ratified, we will develop a contract or a set of rules that students and parents will agree to about the use of devices at school. This week we farewell Tash Hughes, as her last day on Friday and next week we will welcome Zoe Taylor into Room 7. We had a very successful staff meeting today with, Col Across-schools-teacher Sandy Nelson and PLD provider Rosemary Smith. They discussed the progress that the CoL has made to date, outlined the format for next week's Jumbo day, and began to collect some baseline data about our school and our teachers regarding PD for writing. John, Tim and Gillian attended a presentation for the new Digital Technology curriculum, which will be released in 2018. It does not have to be implemented until 2020, which will give us plenty of time to get up to speed. Sally Benington organised another exceptional school ski trip last weekend. There were 70+ skiers each day, comprising of families from both Lawrence and Waitahuna School. The ALL programme concludes tomorrow, with students having completed their 15 weeks of intensive additional writing. Pauline and Gillian will now complete the report and presentation, which will be presented at an impact day in Christchurch on the 3<sup>rd</sup> of November. This data can also be presented at a BOT meeting.

**STUDENT REPORT:** As above in Kates report.

### **SUBCOMMITTEE REPORTS;**

PERSONNEL;

HEALTH & SAFETY; Tim discussed where he is at with Health and Safety – a couple of staff members still need to have their induction done. Still waiting on the lock down procedure and chemical check lists to be finalised. Earthquake drill successful.

GROUNDS AND BUILDINGS;

### **POLICIES;**

Digital Citizenship Policy

Digital Citizenship Procedure – change No 7 wording to 'will' to 'may'.

Gillian moved that these be ratified and accepted.

G May / K Ponsonby

LAS Complaints Procedure – John moved that this be accepted.

J Auld / G May

Mark left at 7:45.

**GENERAL:** Past minutes to be signed and handed to Konica. Paul attended the self-review at conference – Steve still to chase to this up.

**NEXT MEETING DATE:**

The next meeting will be held Tuesday 26th September 2017 at 5:30pm in the library.  
The meeting closed at 8:04pm

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Chairperson

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Date

