



Royal Oak
Intermediate
School

**Minutes of Meeting of Royal Oak Intermediate School Board of Trustees
Tuesday 25 November 2014 in the Boardroom at 5:45pm**



1.0 Welcome and Apologies

Present: Derek Linington (Principal), Helen Stuart, Erina Kent (Chair), Sarah MacDonald, Nisi Pulu
Frankie Schaumkel, Clive Sharpe, Melinda Bell

In Attendance: Collene Roche, Anne Longson

Welcome to the new BOT members Melinda Bell and Clive Sharpe.

Conflicts of Interest:

Erina Kent - Mercer Stainless Steel.

2.0 Minutes

Matters arising – two items carried over, all other items on “to do” list done.

Motion: To accept Minutes of the Board Meeting held on 28 October 2014 subject to amendment.

Moved Sarah/Seconded Frankie **Carried**

3.0 Principal's Report with Appendices:

Appendix 1: English End of Year Curriculum Self-review Report.

Appendix 2: Maths & Stats End of Year Curriculum Self-review Report

Appendix 3: PB4L Report

Appendix 4: Feuerstein Report by Vaughan Jones

Taken as read. Points raised:

The MoE has finished recalculating schools' deciles using data from Census 2013. ROIS's decile has changed from 4J to 2F. Note that a school's decile rating is not an indicator of the school's performance and ability to add value to the educational outcomes for the school. In actual fact the additional government funding allows the school to provide more for their children. This will result in an increase in funding for 2015.

The Board is assured that the Protected Disclosures Procedure & the Theft and Fraud Prevention Procedures have been reviewed. The Board are advised and are aware of the Legislative Compliance required to meet Section 103A of the Education Act.

Feuerstein Research – The RTLB Service in conjunction with Massey University is teaching the Feuerstein model to one of our classrooms. Denise Faloon (DP) was so impressed with this programme that she self-funded for phase 1. Derek put forward a proposal to train Denise in phase 2 of the

programme, and Rebekah Watts in phase 1.

A strategic aim has been added to the Charter.

Motion: That the budget for the Feuerstein Instrument Enrichment programme be added to the draft budget for 2015. Moved Derek/Seconded Sarah **Carried**

Lateness – Derek provided a report to the BOT regarding lateness, as requested. This shows a reduction in lateness, however improvement is still desired and work will continue to be done in this area.

ERO – The ERO visited the school on 24 November. They met with the Board Chair, Principal and LSM as well as talking to students. The emphasis on this visit was self-review. Feedback seemed favourable.

Aggression Replacement Training – This programme covered social skills training, anger control training, and moral reasoning and has definitely made a difference for several of the students.

Appendices 1-4 were discussed, the BOT would like to acknowledge the work done by the staff, DPs, and team leaders on the self-review reports, Mr Jones for the Feuerstein report and Ryan Langford for the PB4L report.

Motion: To accept the Principal's report
Moved Nisi/ Seconded Melinda **Carried**

4.0 LSM Report

Tabled – taken as read. Points raised:

The LSM has received the resignation of Miss Sheryl Wright.

Ms Beverly Arenga has been appointed as team leader for Year 8 in 2015.

Collene Roche (LSM), Derek Linington, and Erina Kent will meet with the Auckland representative of the MoE to discuss revoking the intervention.

Motion: That the LSM Report be received
Moved Frankie/ Seconded Sarah **Carried**

5.0 Strategic Discussions and Decisions

Draft Vision Statement

The community consultation feedback was positive.

Motion: To accept the Vision Statement as follows:

“Together empowering confident, motivated learners to achieve success in all walks of life.”

Moved Frankie/ Seconded Sarah **Carried**

It was decided to seek student voice on the proposed motto

“Gliding from the past, rising in the present and soaring to the future.”

Draft Charter

There was discussion around how to relate the Charter to the property 5YA.

Policy Neg 9 and Nag 1s & 6 Te Tiriti o Waitangi Kaupapa

Motion: to accept the Te Tiriti o Waitangi Policy Moved Nisi/ Seconded Helen **Carried**

The BOT would like to thank the policy committee for their work.

Policy Nag 6 General Legislation Policy

Motion: To accept the Complying with all General Legislation Policy Moved Sarah/ Seconded Melinda **Carried**

Policy Nag 6 Enrolment Scheme

Motion: To accept the Enrolment Scheme Policy Moved Clive/ Seconded Sarah **Carried**

Review Chairperson's Role (GM p13)

This was reviewed by the BOT and no amendments were needed.

6.0 Property Report

Received and taken as read.

Liona Blair is the new Network Facilitator.

The BOT work like to thank Derek for his work in this area.

7.0 Finance Report

Tabled and taken as read.

Motion: That the BOT approve writing off asset – Sony VPL ES4 Data Projector
Serial No. 7508389737 Moved Sarah/ Seconded Derek **Carried**

Motion: That the BOT approve the purchase of a Panasonic Compact Projector at the value
of \$1006.25 Moved Melinda/ Seconded Nisi **Carried**

Motion: That the management accounts as tabled for October 2014 be accepted.
Moved Sarah/ Seconded Derek **Carried**

Motion: That the schedule of payments for October 2014 be accepted.
Moved Frankie/ Seconded Sarah **Carried**

8.0 Administration

A list of correspondence was tabled, both inwards and outwards.

Trustee appointments to Subcommittees

Satendra Kumar and Jo Kelly's 3 year term on the BOT has concluded.

The new appointments are as follows:

Finance Subcommittee – Sarah MacDonald

Policy Subcommittee – Nisi Pulu
 Consultation Subcommittee – Melinda Bell
 Personnel Subcommittee to be decided.

BOT Xmas drinks will be after the meeting on 16 December.

Evaluation of Board Chair – Sarah will do this and prepare a written report for the Dec BOT meeting.

Motion: That appropriate gifts for volunteers be organized
 Moved Derek/ Seconded Erina **Carried**

Meeting closed 8.45

Next Board meeting 16 December 2014 5.45pm

To-Do checklist

Task	Who	When
Assurance is given that new clear procedures for applying for funding and the correct completion of process and documentation is in place Carried over	Derek	Dec meeting
Apply to foundations and trusts to get financial support to pay for buses to year 8 camp. Carried over	Derek	Dec meeting
Collate student voice on motto	Derek	Dec meeting
Board Chair evaluation report	Sarah	Dec meeting
Copy of Theft and Fraud Prevention Procedures to be distributed to the BOT	Derek	ASAP
Review IKAN data for Maori boys and Y8 girls	Derek	Dec meeting

 Signed : Erina Kent, Board Chairperson

 Date