

ST MARTINS SCHOOL BOARD
MINUTES OF MEETING HELD 25 June 2024

Unless either the Presiding Member or Principal are notified of any concerns regarding these minutes by the next Board meeting they will be distributed to staff and committees, and be available for the school community to read in the school office and school website.

PRESENT AND APOLOGIES

PRESENT: Dan Levett, Andrew Mouat, Tracy Taylor, Aaron Prince, Helen Norcliffe, Joseph Hampton

APOLOGIES: Alexis Barakat

GUESTS: Kate Hodgins

6.30pm Board meeting began

[June 25 meeting Agenda](#)

SOLAR FOR SCHOOLS - Presented by Kate Hodgins

Why solar?

1. Community generated supply vs the current linear - company to community approach
2. Multiple social benefits;
 - Reduces power costs
 - Better for the environment
 - Promotes education to community around efficient use of power resources

Why should schools invest in solar power?

- School buildings and sites have lots of space, which equals larger production of power
- Power is not used all the time or at peak times so the savings are higher
- Schools are the centre of a community and therefore at the forefront of community culture change
- Optimal educational opportunity for students

How do we do it?

- In a staged approach in conjunction with an interested partner such as Superpower who have already started a school hub in Christchurch

Superpower (power broker) model

- The Superpower proposal is essentially for schools to hire out roof space or grounds to put their solar panels on. With the main benefit to schools being lower power costs
- Superpower has created the beginnings of a Christchurch 'school hub' (Rangiora, Climate campus - Linwood, Avonside. Looking to finalise agreement/funding in August)
- The contract is for 25 years. With a 10 year loan on hardware (300 kw rooftop system + battery)
- 10% reduction in bill (average rate) plus monthly reimbursements paid by MOE. After 10 years the financial return will be higher
- No liability to schools on damage or repair of hardware
- Orion and MOE supported
- To go ahead, Superpower would need the MOU signed and a to annual power bill provided

Questions posed in board discussion

- Are there other solar companies we should look into?
- How many other schools are going into the solar scheme? How many hubs exist?

- Should the board approach the MOE for some advice on the solar for schools idea?
- Could the school buy our own solar panels?

Kate Hodgins will send Dan and Andrew Superpowers non-binding MOU to review.

MATTERS ARISING FROM PREVIOUS MINUTES:

May Board Minutes

none

RECEIVE & APPROVE MINUTES OF THE PREVIOUS MEETING

Received: Andrew

Approved: Helen

CONFLICT OF INTEREST REGISTER

1. No known conflicts of interest reported by members in regards to the topics discussed during this meeting

CORRESPONDENCE:

1. Vickie Richard-Green leave request for over 5 days. Board has signed this off.
2. Alice Robin's resignation. Slightly earlier end date (6 rather than 8 weeks) has been signed off by Board
3. Board signings given to Dan - to return to the school office before the end of Term 2
4. Kim The Fundraiser - St Martins School is applying to three community trusts for a grant for the Year 5/6 camp in September.

ACTIONED BY:

DL

Living Springs Navigators Camp permission form review

The H&S team are meeting in August to discuss the Navigators (year 5 & 6) Living Springs camp planned for September

1. The Navigators Team request of the board; permission to release the camp permission form to parents early (before the end of Term 2) This will allow optimal time for submissions of interest for parent help and police vetting.
2. The EOTC team request of the board that 2 questions be removed from the camp permission questionnaire as this information is already provided on the SMS when students enrol;
 - Family doctor - we never use this information and would always call the emergency services if needed
 - x2 emergency contact details - teachers will print out parent contact details from Hero and have these available to them. We also have emergency contacts which are accessible on HERO.

The Board has granted permission for the removal of the of the 2 questions above and early release of the camp permission to the parent community.

PRESIDING MEMBER REPORT - led by Dan Levett

School Board Mini conference

1. This is coming up soon. Dan discussed and will send invites to members.

BOARD TRAINING

<ol style="list-style-type: none"> 1. Andrew attended a board information session on EOTC. He has learnt that students who break the law within school hours or on school grounds is considered a police matter and cannot be dealt with by the school. 	
<p><u>PRINCIPAL REPORT</u></p> <p>Staffing</p> <ol style="list-style-type: none"> 1. Alice Robins has resigned her position of Year 7 & 8 teacher to move to Nelson. We thank Alice for her time with us. She is a valued and well respected teacher within the student, staff and parent community, we wish her the best for her time in Nelson. 2. Ben Irvine has been appointed to the FT year 7 & 8 role for the remainder 2024, replacing Alice Robins. Nicky will be his tutor teacher. Briana POD support. 3. Jemimah O’Leary has been appointed to the Roll Growth role for the remainder of 2024 <p>Curriculum Refresh</p> <ol style="list-style-type: none"> 1. The MOE has announced a change in the delivery timeline. We have been previously looking at the Maths curriculum and are now pivoting to the English curriculum. This may require a few tweaks to our initial plan but we are already doing many things that fit the curriculum. 2. MOE is trying to reduce the variances across schools and close learning gaps. This is one reason for the multiple changes and pullbacks on curriculum. Another reason is the recent change of government. <p>Trailing new school day timetable</p> <ol style="list-style-type: none"> 1. We will trial a new daily timetable for the 10 weeks in term 3 and review it at the end of the term 2. There will be 5 distinct learning sessions to allow students more time to be active - supporting research that says activity assists learning. 3. Teams and school leaders have discussed how to fit in the various activities / clubs that run during break times. 4. Conversation has been focused on ensuring consistency across the school - can breaks look different for different year groups / age and stage? <p>Property</p> <ol style="list-style-type: none"> 1. Adventure playground / fort. Board discussed the safety of the fort poles with guidance from Aaron Price who has reviewed the fort's structural integrity. 2. Poles are not imminently unsafe, but will need upgrading. ETA not confirmed. 3. Action is needed on the new playground, especially confirmation on exact location and how/if this has an impact on the existing structures (dodgeball pit) 	AM
<p><u>COMPLIANCE REPORT</u></p> <ol style="list-style-type: none"> 1. The school had a successful fire drill at the end of a recent lunch break.. The H&S team is planning to run some more drills at different times/scenarios so students and staff can practice what to do in different situations. 	
<p><u>FINANCE - May Financial reports</u></p>	

<p>Monthly reports</p> <ol style="list-style-type: none"> 1. As of the end of May (42% through the year) we sit on a surplus of 51k. 2. Income is sitting higher due to government grants & timing of payments to go out at the end of June. <p>Annual Audit Report</p> <ol style="list-style-type: none"> 1. The Auditor General directed auditors of all schools to perform a qualified audit opinion in the latest audit. We believe this has been performed due to the fact that we don't currently have a 10 year property plan (all Canterbury schools were granted a pause on 10 year planning after the earthquake and are now due to go back into a new cycle). 2. Andrew has spoken to Solutions and Services about the findings of the qualified audit opinion and will also be talking with BDO in more detail. He will report back to the board at the next meeting 	AM
<p><u>WHĀNAU GROUP</u></p> <p>Alexis absent - defer Whānau Group report to next months meeting</p>	
<p><u>SCHOOL POLICY REVIEW - TERM 2 2024</u></p> <p>Policy review for Term 2 was completed at the May meeting</p>	
<p><u>NEWSLETTER/COMMUNITY COMMUNICATION</u></p> <p>Thank-you on behalf of the board:</p> <ol style="list-style-type: none"> 1. Helen to thanks the PTA for the bingo night 2. Dan to thank Alice Robins for her time teaching at St Martins School 	HN DL
<p><u>MOTIONS PASSED</u></p> <p><i>Navigators Living Spring Camp / permission form</i></p> <ol style="list-style-type: none"> 1. <i>The Board has granted permission for the removal of 2 questions, as requested by the EOTC team and granted the early release of the camp permission to the parent community.</i> 2. <i>That an application be made to Trillian Trust for the funding of</i> 3. <i>transportation to our school camp at Living Springs (and back) between</i> 4. <i>September 18th and 20th valued at \$2175.66 + gst. for our students.</i> 	
<p><u>IN COMMITTEE</u></p> <p>None</p>	
<p>There being no further items the meeting ended at 8.10pm Meeting closed by Dan</p> <p>_____ Approved _____ Date</p>	