

Board of Trustees News February 2017

Welcome to all our new and returning staff and families in 2017. The Board is looking forward to working with you all to ensure a productive and enjoyable year.

Board appointments

The Board must re-appoint key parent representative positions during its first meeting of the calendar year. Board member positions for 2017 are as follows:

Chairperson	Belinda Finlayson
Deputy Chairperson	Nick Pudney
Treasurer	Sandy Hitchcock
Health and Safety	Polly Joseph
Property	Karl Sentch

Contact details for all Board members are available on the school website at: <http://www.coatesville.school.nz/board-of-trustees.html>

Finance

All income and expenses are as expected and the Budget for 2017 has been approved.

At the end of last year the Board agreed to raise school donations by \$10 to \$340 per child. The previous amount had remained unchanged for a number of years.

School donations enable us to provide the children with a range of activities and curriculum subjects, including sport and specialist music and art teachers, as well as additional teacher aide time. This year they are also helping us to begin the school year with 12 classrooms instead of the usual 11. This means we can keep class sizes down across the whole school, something we know is important to our parent community.

Health and safety

A whole school health and safety audit will be undertaken by an external agency, All About People, at the end of this term. The audit will include a thorough inspection of the school environment, a review of our school health and safety policies and procedures, and conversations with staff. All About People will also run health and safety training for all staff this term.

Property

Replacing our old Septic System and improving field drainage remains a high priority for the Board. We had hoped to begin work on these projects either over the Christmas Holidays or during the holidays at the end of Term 1. We are now investigating a final chance to have the dispersal site for the Septic System located off school grounds – this would enable us to free the entire school field for student use. Pursuing this option may delay the project temporarily but if successful, would produce the best outcome for the School in the long-term.

New electronic gates have been installed across the school driveway to ensure children can cross between the field and forest playground safely. Please remember the school driveway is for the sole use of staff and service vehicles only. Children must be dropped off and collected from the pedestrian entrance to the School at the other side of the field, bordering the Playcentre car park.

Many parents will have noticed an increase in the volume of cars at drop off and pick up times. Please be as safety conscious as you can and remember to turn off vehicle engines when children are getting in and out of the car.

5 year property plan

Boards are funded for capital maintenance of school property on a five year cycle. Our next Five Year Agreement (5YA) begins in July 2017 and runs through till July 2022. Our next allocation has been confirmed at just over \$253,000. In order to receive this funding, we have to produce a plan for

scheduled maintenance and any other work for the next 10 years. We will work with a consultant to identify what needs to be done around the school and what else could be done. The Ministry of Education has strict guidelines on what work can be funded by our 5YA and must approve all plans. All work must fit within, and be completed in order of, the Ministry's four key priorities. These are:

1. Health and Safety – urgent matters that would shut the school down
2. Essential infrastructure – eg, roofing, drainage
3. Innovative learning environments
4. Discretionary – eg, new admin blocks, halls, playgrounds

This process will incorporate a review of the priorities identified in last year's school Masterplan. We will keep you informed of progress.

School Charter

The School Charter sets the direction for the school for the next three years. The Board has approved our Charter for 2017 and this has been submitted to the Ministry of Education for sign off.

Better engagement from school community

Feedback from our community on what we are doing well, what we can do better and on new or potential initiatives is really important to us. In recent years we have offered a variety of ways for parents and caregivers to provide feedback, for example, surveys, information evenings, suggestions box, coffee and chat with the Senior Leadership Team. In the next few weeks we will be asking you what options for feedback you find most useful and would like to see available. We would very much appreciate your contributions to this.

PFA

Our PFA is a dedicated group of parents and staff representatives who lead the fundraising for the School as well as organise fun events for children and parents throughout the year. At the end of last year, the PFA handed over a cheque for \$55,000 to the School. This was an amazing contribution and has been used to purchase the new School sports uniform, mobile monitors and additional IT for classrooms, playground equipment and more besides. The Board is very grateful for the PFA's efforts and would like to say a big thank you to the team as well as to all the families who have supported the PFA events and activities over the year.

The Board would also like to acknowledge and thank Heather Seel who has stepped down from her position as Chairperson of the PFA. Heather has been an amazing chairperson and has worked tirelessly in the role. We are delighted Heather will remain on the PFA as well as in her school position of Grants and Fundraising Co-ordinator. We welcome Jason Steele as the new Chairperson of the PFA. The PFA is always open to new members. If you want to get involved in a small or big way please come along. This year meetings will be held on the third Thursday of the month at 7pm in the staff room. The next meeting is on 16 March.

The Board meets again on Tuesday 14 March at 6.30pm in the staff room. Anyone is welcome to attend but only Board members have speaking rights.