

Minutes of Waikite Valley School Board of Trustees Meeting,

Wednesday 14th August 2019, WVS Staffroom.

Matua Grant led the Board in a Te Reo pronunciation workshop.

ADMINISTRATION

Present: Teresa Topp, Shelley Schnuriger, Sarah Price, Andrew La Grouw, Edwin Schweizer, Mike France & Mary Briggs.

Apologies:

In Attendance: Kelly Curtis (Secretary)

Meeting opened: 7.15pm

Confirmation of previous meeting minutes: Matters arising

- Mike asked Edwin if he had talked to Hi Flo regarding the Bore? Edwin had talked with Dave at Hi Flo. He had learnt that the Bore was 26m deep (4 lengths). The pump had been replaced in 2005 with a good quality pump. He suggested getting the Bore flushed (a basic clean out) which would involve removing the shed roof to get to it. He recommended contacting Rotorua Well Drillers (Gary Brown 348 7687) to get an idea on cost. Teresa explained that she was cleaning the filters fortnightly and felt it was becoming more frequent. Teresa will contact Rotorua Well drillers.
- Mike asked if Ash had made any progress on the boiler removal? Edwin explained that the boiler had been removed but the hopper was still in place but would be taken out in the near future.
- Shelley discussed meeting with the PTA . They had agreed to include calves at this years Pet Day. They will continue to discuss protocol and how to manage the Calves following the MPI's recommendations. Teresa will contact MPI when she has final numbers for Calf entries.
- The Board discussed Police vetting and ratified that Police vets would be carried out every three years on those staying overnight with children. They agreed to leave the proviso in place allowing the Principal and Health & Safety Board Rep to permit a parent/s attendance without the vet if they deem it appropriate.
- The Board discussed the Protected Disclosure Policy. Teresa explained she had sought guidance from NZSTA and was forwarded the Ministry of Education's template. Mike asked that the words "or Board Chairperson" be added to point 16. Once this change had been made the Board ratified this policy.

Correspondence: As per list circulated in meeting pack - Items available at the office or Board Meeting.

Matters arising: No matters arising

MONITORING

Principals Report: Previously circulated.

Roll : 84 - We've had a couple of students leave and one new arrival.

Property: As stated in the report

- Teresa discussed with the Board the idea of , in the near future, removing the urinal from the junior boy's toilet and replacing with a normal toilet. She would like to look at getting this priced up in the next 12 - 24 months. The Board agreed this was a good idea.

Personnel - As stated in the report.

- we have accumulated about \$7000 worth of staffing. We predict our grant money will take us to PP13 then we will begin to use up the funds we have accumulated.
- Teresa discussed her placement on the ACET panel, her role on the panel, possible options who would be acting principal whilst she was away and benefits she had noted from last years experience. Teresa will be available at all times should the need arise. The Board delegated responsibility for Teresa to appoint the acting principal for those two weeks (26 Aug-6 Sept).

Health & Safety – As stated in the report.

- Still waiting on the fitting of the stair nosing.

Curriculum – As stated in the report.

- Teresa went through the Arts Curriculum with the Board. Our students are exposed to a variety of the Arts over a two year period.
- The Values focus is going really well and gives the student and staff a shared vocabulary for encouraging and working towards expected behaviors.

Community Engagement - As stated in the report

- Teresa asked the Board to host a Future Focused evening for the parents and the wider community. Teresa explained that this is a meeting that is held every ½ years. This gives an opportunity for parents, caregivers and those in the wider community to say what they want from WVS and what skills and qualities they would like students to have when they leave. It would be good if as many Board members as possible attended. The ideas from this meeting provide a good base to build the charter from. The Board agreed to hold the meeting on ~~September~~ ^{October} the 23rd at 6.30pm. They will provide Pizza and child care. Teresa will draft up the questions. Andrew has a really good Brainstorming activity that he thought would be valuable to this meeting. The Board agreed to practise this at the next meeting.
- Teresa updated the Board on the Bus route. Things seem to have come to a halt. Teresa will contact Tracey at the MOE.
- Shelley will attend all PTA meetings leading up to Pet Day.

Grants - As stated in the report.

Strategic Aim Discussion : As stated in the report

- Attendance at various Hui has been consistently between 80 - 100%. The Facebook page is also reaching a high percentage of people.

Finance - No new accounts to date.

- Teresa and Mary discussed their meeting with Hilary from Education Services. Hilary is happy with the schools financial situation. Some changes were made including coding that showed where grants were going into and being spent out of. Mary explained the deficit last year was not a cash deficit but due to Cyclical Maintenance (money being put away for maintenance). Andrew thanked Mary.

DISCUSSIONS/DECISIONS

Governance Policies - 4 - 6

- Mary asked how often we updated the asset register? Teresa explained we generally receive it around December each year and we update it.
- Mary asked if the amounts in 5. point 10 were appropriate? Teresa answered she is happy with these amounts and would seek permission from Shelley if amounts above that were needed.

Van upgrade - Teresa discussed upgrading the Van. The Board agreed it was a good Idea to upgrade the Van and resolved that Teresa will apply for funding support.

Lock Down Procedure. - Teresa explained we have done drills and they have worked well. Only thing left to trial is group texting. The Board agreed to adopt the Lockdown Procedure Policy.

Meeting closed: 8.25pm

Next Meeting: Tuesday 10th September 7pm (Netsafe Workshop 5.30-7pm for whanau/school community)

Agenda Items:

Boiler removal/Van upgrade catch up

Pepeha

Andrew's Brainstorming exercise

Signed



Date

10th Sept 2019

