

Minutes of Waikite Valley School Board of Trustees Meeting.

Wednesday 31 July 2019, WVS Staffroom.

ADMINISTRATION

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

The Board discussed the reading of the Karakia - Mike recited it.

Apologies:

In Attendance: Kelly Curtis (Secretary)

Meeting opened: 6.35pm

Confirmation of previous meeting minutes: Matters arising

Mike asked that the sentence "Mike asked about ways we could incorporate Te Reo into our school" be changed to "incorporated into our Board Practices."

Mike asked why the Board annual Work plan was out by a month? Teresa explained she had moved the June Operational Policies to July due to the Board Elections. Teresa explained that policies are generally due for review triannually so if in the worst case scenario we missed an allotted Policy review it would at worst be reviewed biannually.

School House Fence - The Board discussed the School House fence progress/best way forward. Will shelve until December.

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

Matters arising:

The Board discussed the BDO Report.

Main things that were looked at were the "The Points of Note"

- any deficits that are showing would not be spent if Grants were not got
- Teresa and Mary will meet with Hilary from Ed services to review the budget, this will help the areas of significance to marry up with budget.
- The previous Board had robust discussions regarding staffing and were aware of the implications on the finances but made a conscious decision to back the budget and strategically monitor closely.
- The automatic payment for Stead Construction was discussed - the matter has been resolved.
- BDO's findings and the reality of a decile 10 school's finances were discussed. Teresa clarified she is very aware of where the money is being spent and the increasing support

staff wages etc. impacts on the budget - in a way that is having a positive impact on our learners.

- GST was discussed.

The expenses of Police Vetting were discussed.

- Police Vetting is not mandatory.
- The Cost was approximately \$250.00 - for our 2019 school camp vetting, plus office staff hours to enter.
- Half our camp vets were not back in time and at least half showed some results.
- If anything had happened, this is no guarantee we are covered.
- Does Police vetting warrant the time and cost?
- Andrew suggested we vet every three years and any new parents?
- The Board decided to bring ideas and ratify at the next meeting.

MONITORING

Principals Report: Previously circulated.

Roll : 85

Property: As stated in the report

Personnel - As stated in the report.

We are showing a staffing under use because of the \$15K grant from Infinity. Once that is used up we will shift all staff back to Teacher salaries and aim to be close to 0 by pay period 26.

Teresa discussed the Maths enrichment day on Fridays. At this stage we will run this for Term 3, however, the impact on Pod 2 and those students involved in the classes will be reviewed and it could continue further or stop earlier if ineffective. Students that are above and below expected levels have been targeted - for either remediation or enrichment.

Health & Safety – As stated in the report.

- Teresa discussed the stair nosing.
- Water filters blocking, filled with clay when checked (3 times now). Hi Flo provided the filters and The Lewis Plumbing Company came and assessed. Edwin to follow up with Hi Flo.

Mike raised concern that there is insufficient detail on Health and Safety in the Principals Report.

Curriculum – As stated in the report.

Community Engagement - As stated in the report

Shelley will attend the next PTA meeting (12 August).

Grants - As stated in the report.

Strategic Aim Discussion :

- Carpets all steam cleaned in the holidays.

- Paint used to ensure the school did not appear “shabby”,while we await project work.

Opus/ Property management & projects

- Teresa explained we are at the stage of getting tenders for the bathroom.
- The Classrooms renovations are on hold until the bathroom is done.

Finance - All items of significance from the June accounts were questioned and explained.

- Teresa and Mary will meet with Hilary this Friday to go through the budget.
- Kelly to look into the Insurance Policies costs and details.
- Andrew asked if school had to make any payments for union Teachers on Operations Grant for their strike days - Teresa confirmed that our union Teachers were not Board funded.

DISCUSSIONS/DECISIONS

Governance Policies - 1 - 3

Mike presented an adapted version of the 1) Curriculum Delivery Policy to every member of the Board (attached to these minutes). After some discussion the Board agreed to keep the original version. It was agreed some details in his version would feed forward to charter review in November.

The Board agreed to change the wording in point 4 from “ to programmes or staffing are made”to “outside the agreed annual budget”.

2) The Board agreed in theory to adopt the Protected Disclosure Policy. Teresa will modify the M.O.E. version and it will be ratified at the next meeting.

The Board discussed the Maths Local Curriculum. Teresa explained:

- revisit where we are
- what the current trends are
- What do we want to gain - use ALIM findings to support the progress.
- Teachers chose what assessment tool they use throughout the year however PACT is used for school wide end of year assessment and national moderation.

The Board discussed the Mid Year Report Format. Suggested each subject has definitive indication of how the child is doing in relation to age/level.

The Board discussed the Boiler removal/van shed. Edwin will liaise with Ash.

The Board discussed Pet Day and the inclusion of calves.

- The Board agreed that calves could be included in Pet Day if the PTA could ensure the neighbouring farm and judges agreed and the logistics of following the safety sheet from MPI could be met.
- Shelley will discuss this with the PTA.

Meeting closed: 9.00pm

Next Meeting: Wednesday 14 August 6.30pm

Agenda Items:

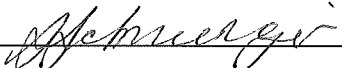
Strategic Aim - Community Engagement (plan future focused planning night)

Op policies review 4-6

Local Curriculum Review - The Arts

Lock down Procedure

School Van

Signed 

Date 10th Sept 2019