

# Minutes of Waikite Valley School Board of Trustees Meeting

Monday 11th November 2019, WVS Staffroom.

## ADMINISTRATION

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

Apologies: Mike France

In Attendance: Kelly Curtis (Secretary)

Meeting opened: 6.30pm

Teresa shared the Karakia

Confirmation of previous meeting minutes: Matters arising

- The Bore is complete - finishing needs to be completed for safety and long term feasibility. The water is at rock depth, cold and clear.
- The Board discussed the installation of a water meter that The Waikato District Council has requested. It was decided Teresa would email Karen and seek advice on where to go next.
- The Board discussed the re-housing of bore - mainly due to safety reasons.
- An electrician needs to visit the site and assess wiring and filters to gain an electrical certificate.
- Mary gave the Board a run down on Margaret Pattullo's (MOE School Finances Advisor) visit. Margaret Pattullo was very impressed with the attendance of Board members and their knowledge about and understanding of the School's finances. She suggested we try applying for help with our power bills (ministry energy grant). Cathryn Naera (Senior Advisor MOE) will email application and Teresa will look into this.
- The Boiler Shed conversion to the School van shed was discussed and the Board was advised Builder's had been approached to look at the job and give quotes.

The board accepted that the minutes were correct.

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

Matters arising:

- The Board discussed the Donations letter from the MOE.
- Teresa advised the Board she will be increasing the School Donation and has/will let the school community know in the newsletter - amount and why the increase is necessary
- The Board discussed community fund raising for the school through the donation of Calves and "virtual calves". The Board felt the community in general may be happy to donate to the school if we get in contact with them.

## MONITORING

Principals Report: Previously circulated.

Roll : 83

Property: As stated in the report.

Personnel - As stated in the report.

Health & Safety – As stated in the report

- The Board discussed the need to renew the Safe fall in the Playground. It was decided that we could look at putting in an application for a grant.

Curriculum – As stated in the report.

- The Board asked what did P.A.C.T. (Progress and Consistency Tool) mean and how does it work? Teresa explained that in general it provides a framework for the teachers to assess students in reading, writing and maths, based on national guidelines. This moderates our students performance in relation to other students at the same age anywhere in New Zealand. It also helps guide teaching and learning and set future goals for students. The Board felt it would be good for the school community to know what and how it was/worked. Teresa will put a run down in the newsletter.

Community Engagement - As stated in the report

- The Board touched on the Community consultation meeting and will discuss further in Discussions.

Grants – As stated in the Principal's report.

- Teresa asked NZCT to delay paying the Camp grant until 1 March 2020.
- Resolutions for a Special Ed Teacher through Infinity foundation and for the National young leaders trip, Yr 8 only, through Southern Trust were requested.
- The Board discussed looking into quotes for a Steam Weed Killer.

Strategic Aim Discussion : Teresa referred to the Property section of the Annual School Improvement plan. The Board considered that the "Property" section of the Improvement plan had not been met, largely due to things that are out of our control. Planned improvements will roll over to 2020 charter planning.

Operational Policies 11 - 14 - Reviewed. No changes required.

Finance - September Report

- The Board discussed the finances.
- BOT attendance fees need to be processed.
- Staff Hoodies need to be journaled correctly
- The Board also discussed the ongoing cost of Power. Edwin will look into other contract options.

## DISCUSSIONS/DECISIONS

BOT Consultation evening and Charter Planning

- The Board discussed the findings from the parent, teacher and student discussions and Teresa felt she had good material to begin drafting 2020 - 23 charter. Any other ideas thought of can be discussed and added at the next meeting. Some of the ideas would also feed well into future planning in the local curriculum development.

**Budget**

- The Board discussed the draft budget.
- They discussed ways to increase Board fundraising.
- It was acknowledged that it was a difficult job drafting the budget with the limited funds the school receives.

Meeting closed: 8.30pm

Next Meeting: Monday Wednesday 4th Dec @ 6.30pm


Agenda Items:

Strategic Discussion - Learning and Teaching (including assessment data analysis for End of Year - if completed)

Ops Policy review: 15

Charter Planning 2022 - 2023 - Review Draft

School house fence and Van shed conversion

Signed  Date 12/2/20