

Minutes of Waikite Valley School Board of Trustees Meeting.

Tuesday 10th September 2019, WVS Staffroom.

Mary & Shelley read the Karakia.

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: 7.10pm (followed Community Netsafe Workshop)

Confirmation of previous meeting minutes: Matters arising

- Mary pointed out that the date for the Future Focus meeting was incorrect. Please amend.
- Teresa has been playing "phone tag" with Rotorua Well Drillers but will continue to try contacting them.
- Ash is in the process of removing the Hopper from the Boiler area.
- The stair nosing is complete on all outdoor wooden steps.

The board accepted the minutes once the amendment had been made.

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

Matters arising:

- The Board discussed the flyer from the MOE, "Donations requirements for schools". The \$150 per student applies to Schools with deciles between 1 - 7 (not us). The Board discussed Deciles in schools. Teresa will look into changes with Decile Status under new reforms.
- Teresa will attend the Property 101 workshop on the 16th of October. Edwin and Shelley will do their best to attend.

MONITORING

Principals Report: Previously circulated.

Roll : 84

Property: As stated in the report

- Teresa discussed the Junior boy's toilet which had been talked about previously. Since then the urinal has been looked at by The Lewis Plumbing company and at this time drainage plans have been sent to them so that they can complete a quote to install a toilet. Teresa will look into Council Consent with Opus support

Personnel - As stated in the report.

- Our banking Staffing continues to rise however our Infinity (Special Needs Teacher) grant will be spent in the very near future and funding will be shifted back to Teachers Salaries.

Health & Safety – As stated in the report.

Curriculum – As stated in the report.

Community Engagement - As stated in the report

- The Board discussed the attendance at tonight's Netsafe Workshop. If we make it easy - with childcare and dinner people will attend.
- The Bus route has been accepted, however Go Bus are proving very hard to negotiate with regarding start dates. Teresa suggested the Board pen a letter asking the ministry for clarification on start date, Shelley to sign.
- Shelley gave feed-back on the latest PTA Meeting. At this stage everything is running to plan. The PTA is looking at fund-raising opportunities as the slink run takings are down compared to last year. Pet day organisation is ticking along. There will be no calves at Group Day. Our Pet day is the same day as Ngakuru's, however our judges have been secured.

Grants - As stated in the Principal's report.

- We received a grant for \$9000 for Mac-Book Air laptops.
- There are a number of Laptops that need to be disposed of. The Board discussed how this could be done - "Give them away" - but to who and how is this determined? Make an After school care box? Make them available to be loaned out? Decided to make an After School Care box.

Strategic Aim Discussion : Teresa referred to the Learning and Teaching section of the Annual School Improvement plan.

- The Board agreed that our values could be included in changes the Board will make to the school's charter.
- Mindfulness and Wellbeing is often talked about at home so must be having an impact.
- Our targets will be assessed in the November report once we have collected and analysed the data. Last year's achievement was over 81% in all core subjects.
- The Board asked if 100% achievement target was realistic. Teresa explained it was an inspirational and 'philosophical' 100% - 'you get what you expect' and we set high expectations.
- When compared to other schools, like ours, we are generally above, particularly our Maori Student achievement.

Finance - July Report

- Mary explained that her and Teresa had met to discuss the report.
- Overall Mary explained there are no issues with the report and will contact Hillary to make some small changes.

- Mary and Andrew gave feed-back on the Financial Workshop, run by the MOE, they attended.
- The Board thanked Mary for her work.

DISCUSSIONS/DECISIONS

Governance Policies - 7 - 8

- GP - 7 no changes.
- GP - 8
 - It was asked what Health consultation meetings there have been and what will be coming up. Teresa answered we had 'Keeping ourselves Safe' last year, the Netsafe meeting would be this years and perhaps 'Puberty' for next year. These topics are always relevant to the Health Curriculum.
 - Mike asked if the wording in line 3 - "other people in the workplace " was appropriate. The Board discussed this and decided it was.
 - Mike asked what and when Health and safety checks were done? Teresa explained she does a morning walk around before school and the children often let her know about anything that needs attention during the day. Jobs are recorded in the Caretakers book in the staff room. Monthly reports required by Argest are also recorded on line and manually and the Board do a walk around once a term. Andrew did the last one and provided photos of areas that needed attention. Andrew will arrange a site check with Edwin during the school holidays.
 - Foot note 3 needs to be moved to the line below.
 - Mike asked what steps are taken if Bullying was reported? Teresa went through the procedure she followed. Teresa assesses the harm that's been done and chance of ongoing issues/impact. This determines whether parents are informed and whether a restorative justice session is carried out. 99% of the time both sets of parents are informed. Teresa explained that name calling is the most common form of bullying that occurs in our school however this is dealt with immediately to ensure it does not escalate. Any physical harm is dealt with seriously.

The Board discussed the Future Planning Meeting meeting that will be held on October the 23rd at 6pm. The Board carried out a Brainstorming exercise that Andrew had recommended and agreed it was a good technique to use on the night. They agreed they would choose 4 questions from the sheet of draft questions provided. The meeting will take approximately 1 and a half hours.

Meeting closed: 8.25pm

Next Meeting: Tuesday 22nd October 6.30pm

Agenda Items:

Pepeha - all members at start of meeting. (Matua Grant attending 6.30 - 7pm)

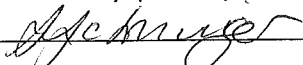
Board Induction evaluation/process review.

Questions selected for Future Planning meeting (Community Engagement)

Strategic Discussion - Retention of Students

Ops Policy review: 9 - 10

Property Workshop (16 Oct) 3.30 - 5pm

Signed 

Date 11.11.19