

Minutes of Waikite Valley School Board of Trustees Meeting

Thursday 18th March 2021, WVS Staffroom.

ADMINISTRATION

Present: Teresa Topp, Shelley Schnuriger, Andrew La Grouw, Tim Braithwaite, Mary Briggs & Lorraine Bowman

Apologies: Mike France

In Attendance: Kelly Curtis (Secretary)

Meeting opened: 6.38pm

The Karakia was read by the Board members.

Confirmation of previous meeting minutes:

Matters arising: January 19th MInutes.

- o Teresa informed the Board that the School House had been raised at the P.T.A. meeting that was held the night before.
 - o Various questions were asked regarding the tenanting of the property and a pta member was going to look into the upgrades of insulation further.

The January proceedings were confirmed as correctly recorded.

Matters arising: February 17th MInutes.

ACTION: Secretary to remove Sarah Price's name and add Tim Braithwaite's name.

Andrew: Opus Update:

- o Tenderers have been to the site to prepare tenders.

Tim: Sue Knowles response to Tim's Letter.

- o The Board discussed the response and reviewed the information provided by Sue.

ACTION: Shelley to email Sue to let her know the Board no longer requires her services.

Schoolhouse decision:

- o After some discussion (including around the Geyserland Trust) the Board agreed selling the house was not the best option at this stage.
- o Tenanting the house was discussed
 - o Teresa informed the Board a past parent of the school had contacted her regarding renting the school house. She would be interested in the caretakers position and had 3 children, 2 of which were the age to attend our school.
- o The Board looked into and discussed the Insulation report for the school house.
 - o After looking into it, it was agreed that the house would be tenanted with the intention to have the insulation upgraded at the soonest opportunity

ACTION: Tim and Teresa to form a sub committee, with all delegated authority over the property management of the school house. **ACTION:** Tim to look into insulation with a colleague who has experience in this area.

Correspondence: As per list circulated in the meeting pack - Nothing to report.

Items available at the office and tabled at Board Meeting.

- o Mary thanked Tim for penning and sending the letter to Sue Knowles on behalf of the Board.

MONITORING

Principal's Report: Previously circulated - see attached.

Roll : 86

Property: As stated in the report.

Personnel/Staff: - As stated in the report.

- The Board discussed options to sell on the old mower and also if this was allowed because it was obtained through a grant.

ACTION: Teresa to "gift" the mower to the P.T.A. to be auctioned with a \$1.00 reserve and emphasised "as is, where is".

Health & Safety: As stated in report

Curriculum: As stated in the report

Community Engagement: As Stated in the report

- A disappointing number of whanau attended the Te Reo workshop (4 school families and 2 staff members).
 - The Board discussed reasons why people may not have attended
 - was it a busy week with too many school things happening?
 - not a priority?

Grants: As stated in the report - see attached

- Camp grant just waiting on a final bus quote.
 - Waiting on the grant outcome before Camp dates are confirmed.

Finance: Nothing to report

DISCUSSIONS/DECISIONS

1) Governance Policy 1- 6

Mike France emailed to say he was happy with policies 1 -6. All board present agreed after their review.

2) Principal Performance appraisal agreement

Teresa explained that 3/4s of her Principal Appraisal was being performed by the SpringBoard Trust however she needed someone from the Board to sight and sign off the required documents/statutory obligations of her role. This will involve one meeting in term 4.

ACTION: Shelley will complete the requirements for Teresa's appraisal.

3) Analysis of Variance

The Board looked through the Analysis of Variance and agreed it was accurate.

4) Strategic Aim 1 - Learning and teaching.

As reported - the Board looked through this document.

Meeting closed: 8.00pm

Next Meeting: Thursday 8th April 2021 at 6.30pm

Matters Arising:

1) School House

Agenda Items:

1. Governance Policy 7 - 9

Signed _____



Date _____

8/4/21