



Waikite Valley School

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Developing Learners for Life

We have: Confidence, Optimism, Uniqueness, Respect, Adventures, Grit, Enthusiasm

Tuesday 15th June , 2021 - 6.30pm

Opening Karakia

Whakataka te hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hī ake ana te atakura
He tio, he huka, he hau hū
Tihei mauri ora!

Cease the winds from the west
Cease the winds from the south
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with a
sharpened air.
A touch of frost, a promise of a glorious
day.

BOT Meeting Agenda

Administration (10 min)

- Present: Teresa Topp (minutes secretary), Shelley Schnuriger, Mary Briggs, Mike France, Edwin Schweizer, Lorraine Bowman
- Apologies: Kelly Curtis (Minutes Secretary), Tim Braithwaite
- Review & confirmation of minutes of the previous meetings:

- Matters arising:

- OPUS progress report - Teresa - **verbal update. Works started - 4 weeks estimated per class, time frame 10 wks total**
- Schoolhouse - ceiling insulation progress - **ordered, still waiting for estimated delivery**

Correspondence

- Letter from Ngakuru Board regarding school van run: **Board had an in-depth, lengthy discussion around this. The reasons the run began the the concerns of the Ngakuru School Board of trustees.**
ACTION: Teresa to pen a response, send to the BOT members for approval, then send to the Ngakuru School Board of Trustees and offer to attend their next Board meeting to speak to it (with Shelley)

Monitoring (45 min)

1. **Principal's Report** (tabled and shared prior to meeting):
 - a. Roll - **89 students at present**
 - b. Staffing Summary - **resignation of Sian Twiddy; Alice employed for short van run**
 - c. Property - Strategic Aim - **Retention of students**
 - d. Health & Safety - **SABRE informed of site requirements**
 - e. Curriculum - **EOTC/Camp approval; Accelerating Literacy cycle 1 results - Lorraine presented**
 - f. Community Engagement - **Potluck dinner, Civil Defence Exercise, Netsafe workshop**
2. **Finance** - April: accounts discussed.
 - Audit Report - **'unmodified report' this is what we want to see. Mary pointed out that the BOT are responsible for the accounts of the school (and need to be confident there is no fraud risk). Surplus for the 2019 year was \$37k.**
 - Appoint auditor 2021-2023: **High likelihood we will have BDO appointed again. We do not believe we meet any of the extenuating requirements or require a change of auditor and so will accept the appointment as made by the Auditor-General. We may have the opportunity to negotiate the fee once the appointment has been made.**

Discussions / Decisions (10 mins)

1. School Camp - **EOTC forms: Board approved EOTC proposal**
2. Internet providers using school fibre (Evolution and Full Flavour both have approached the school asking to tap into our fibre optic cable and install a unit on the roof of Pod 1 to provide service to local residents). The Board believes this is a worthwhile project and will look further into the proposals from the interested parties to make a decision at the next meeting. Questions we have:
 - a. How many properties will be able to access the service?
 - b. How much demand is there for better service in our community?

ACTION:

 - i. Teresa to put together community survey
 - ii. Edwin to bring more info regarding Full Flavour work on his property and access
3. English Curriculum - ALL report - Lorraine: verbal presentation of our report as presented at the feedback session. Successful strategies and the process of the inquiry was discussed along with the impact/shifts.
4. Vision Statement/ Strategic Plan - Teresa asked to have this moved to the next meeting
5. Exterior paint decision - quotes revisited - Mary explained what available funds currently are and that we could just afford to paint. Would be a risk if we were going over-budget in other areas or if repairs to weatherboards etc. are excessive.

DECISION: Agreeance in full to go ahead with Bay Decorators quote. Hopefully the work will be commenced as soon as the works on the current projects (c, d, e block and van shed/SIP projects) are completed
6. Governance Policies 14 - 17: All policies reviewed and accepted as written.

ACTION: 2 copies of 2021 Policy Framework required for next meeting (Edwin & Mike)

Identify agenda items for next meeting (5 mins)

1. Governance Policies 18 - 21
2. Vision Statement/ Strategic Plan

Meeting Closure: 9pm

Set next meeting - Date /Time: **Wednesday 28 July, 6.30pm**

PRINCIPAL REPORT TO BOT June 2021

SECTION A: monitoring data for trends in areas that will impact significantly on school operation

Roll	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	TOT
19/05/2021	6	12	17	16	6	12	12	7	88
15/06/2021	7	12	17	15	7	12	12	7	89

G	B
45	43
45	44

Roll	NZ Maori	Pacific	Dutch	NZEuro	Other Euro
19/05/2021	27	1	3	69	12
15/06/2021	27	1	3	70	12

Banking Staffing Report, (02055) Waikite Valley School
 Period: 202205, Pay Day: 01-JUN-21, As at Period Ending: 01-Jun-2021

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 Generation Date: 01-Jun-2021, 10:29am

Summary FTTE Details

Pay Period No	23	24	25	26	1	2	3	4	5	YTD Total
Total staffing usage for period	5.97	6.12	6.09	6.09	6.09	6.15	6.12	5.8	5.8	54.23
Entitlement for period	5.96	5.96	5.96	5.96	5.96	5.96	5.96	5.96	5.96	53.64
Ministry adjustment for period	-	-	-	-	-	-	-	-	-	-
Year End Automatic Adjustment for period	-	-	-	-	-	-	-	-	-	-
Difference for period	(-.01)	(-.16)	(-.13)	(-.13)	(-.13)	(-.19)	(-.16)	.16	.16	(-.59)
Estimated \$ value of staffing (YTD)	-\$31	-\$526	-\$929	-\$1,331	-\$1,734	-\$2,322	-\$2,818	-\$2,322	-\$1,827	
Required average staffing level to finish year with zero balance (FTTE)	5.96	5.95	5.95	5.94	5.93	5.92	5.91	5.92	5.93	

- Property Update
 - Exterior lights improved around school
 - Bathroom extractor fan installed in Special Needs bathroom
 - Room 3 work has commenced - GPA are working in the library
- Personnel/staff management
 - Sian Twiddy has resigned (see correspondence)
 - Alice Kissick is running short van run in the mornings and afternoon to support some of our families with attendance
 - My engagement with the Ministry of Education in the working group for the refreshed New Zealand Curriculum (Social Sciences) is well underway. The first draft will be out by the end of the year to be trialled in 2022
- Health & Safety
 - Nothing to report
- Curriculum
 - School Camp (EOTC) Week 9
 - Ripa Rugby Tournament
 - Cycle 1 of Accelerating Literacy Learning is complete
 - Professional Learning with Cath Runga and Harata Day (Evaluation Associates) continues - strengthening writing/literacy and Te Reo/Tikanga
 - OPC leadership camp - brief feedback from attendees
- COMMUNITY ENGAGEMENT
 - Welcome in Ngakuru/Waikite Valley community dinner - 26th June
 - Civil Defence training night in our Settler's Hall - 14th June
 - Netsafe workshop for parents/caregivers - Monday 5th July

GRANTS -
NZCT - Camp 2021 In (\$15k) APPROVED \$5000
First Sovereign -
GRASSROOTS TRUST -
RECT - STEAM WEED KILLER APPLICATION
Four Winds -
PUB CHARITY -
SOUTHERN TRUST -
Okataina Trust - SCHOOL CAMP - APPROVED \$3000
Grassroots central -
REAP -

Annual School Improvement Plan 2021 – SUMMARY

Domain	Achievement Challenge	Annual Goals	Target	CURRENT STATE/PROGRESS:
Learning and Teaching	<p>Resourcing experts across the arts to ensure all classes have the opportunity to engage in Music, Dance, Drama and Visual Art.</p> <p>Teacher Aide resourcing to ensure all learners are supported to achieve their learning goals.</p> <p>Time pressures on planning, implementing and assessing learning across all curriculum areas.</p>	<p>All students will have the opportunity to achieve success across all subject areas.</p> <p>School staff set high academic expectations.</p> <p>Local curriculum is accessible and engaging for diverse learners and relevant to our context.</p> <p>Mindfulness and wellbeing are practised in all classrooms daily.</p>	<p>All students will participate in a 'school musical production' - performing or working behind the scenes.</p> <p>At least 90% achieving within or above their curriculum level in reading, writing and maths.</p> <p>Students can espouse and model mindfulness strategies and explain the purpose of these strategies.</p>	<p>MARCH: Accessed online dance workshops/programme for Term 2</p> <p>2 teacher aides working across the school with students who have a range of learning and behaviour needs. Some MoE funded, some BOT funded.</p> <p>Classes practising a range of mindful activities on a daily basis - will assess strategies, purpose and students value of these in Term 2</p>
Community Engagement	<p>Accessing majority ideas and support for decisions - I.e. meaningful consultation.</p> <p>Finding a communication format that suits the majority of whanau and keeping communication regular and relevant.</p> <p>Updating website regularly needs to be prioritized to achieve target – resourcing to support this is a challenge.</p>	<p>Community consultation is genuine and feeds into planning.</p> <p>Teachers reporting is relevant, accessible and meaningful to school whanau.</p> <p>A range of communication avenues are utilised. This may need to be standardised in 2021.</p>	<p>Home-School partnerships are strong with 85% engagement in school surveys and 100% in reporting or conferencing events.</p> <p>Whanau are communicated with efficiently and effectively – via newsletter, School FaceBook page, class FaceBook pages, ClassDojo, text, phone call, email, google classroom</p> <p>Parents/caregivers are welcomed into school at all times.</p>	<p>APRIL:</p> <p>Excellent uptake of Easter fundraisers - PTA working effectively with new board elected and into the mahi.</p> <p>Home-School partnerships going well - effective communication around. behaviour and learning.</p> <p>Classes using range of ClassDojo and Facebook pages/messenger.</p>
Property	<p>Funding and availability of contracted resources are the major challenges to achieving this target.</p> <p>Property Manager efficiency and support from the Ministry of Education Regional Property Advisor.</p>	<p>Upgrades to Block C & Block D are completed with all modifications creating I.L.E. environments.</p> <p>Boiler room converted to double garage for van and lawnmower.</p> <p>School frontage improvements completed.</p>	<p>Innovative learning spaces are exemplified schoolwide.</p> <p>Effective and safe storage for school vehicles.</p> <p>Front of the school looks clean, tidy and inviting.</p>	<p>MAY:</p> <p>See principal's report</p> <p>Work on the Library, Block C & D has commenced</p> <p>SIP project back underway - now that funding has been approved for C&D</p>
Retention of students	<p>Bus route availability and regulations.</p> <p>Ensuring cohort numbers are conducive to long-term friendships and positive social interaction.</p> <p>Accessing resources and time to ensure values are taught in a meaningful way.</p>	<p>Access to school is equitable.</p> <p>All Year 6 & 7 students return for 2022.</p> <p>Values education is a strong underpinning of our schoolwide philosophy.</p> <p>Kindy transition is managed strategically. The relationship between junior class and kindy is fostered.</p>	<p>Hold school roll of more than 95 for the entire 2021 school year, looking to go into 2022 with 101 students.</p> <p>20 students in the GPA (Year 7/8) class.</p> <p>Students are safe and happy at school.</p> <p>Enrolment of 5 year olds remains high and constant – with all local children attending our school.</p>	<p>JUNE:</p> <p>To date our roll this year has peaked at 91 (our highest roll in 2020 also)</p> <p>We had 20 students in GPA for 2 weeks - are now back to 18 students</p> <p>Term 3 we will carry out wellbeing@school survey - this measures students feeling of safety & wellbeing in school environment. We have no evidence to say they are not safe or feel unhappy.</p> <p>All local 5 year olds have enrolled at our school (to our knowledge)</p> <p>Will have to drop a classroom or find extraordinary funding to continue with 5 classrooms in 2022 without reaching 101 by the end of 2021.</p>