

**Waikite Valley School Board of Trustees Meeting**  
28 October 2021, WVS Staffroom

**Administration:**

**Present:** Teresa Topp, Shelley Schnuriger, Mary Briggs, Lorraine Bowman, Edwin Schweizer & Mike France

**Apologies:** Tim Braithwaite

**In Attendance:** Kelly Curtis ( Minutes Secretary)

**Meeting Opened:** 6.45pm

The Karakia was read by the Board members

**Confirmation of Previous Meeting Minutes:** Accepted by all

**Matters Arising:**

Opus Progress Report:

- Edwin Schweizer reported his findings from his walk around with Teresa, Cole (Sabre Construction) and Rebekah (Opus). Cole has made notes and final touches will be made.
- Materials that have been removed from various classrooms need to be taken away. None of the windows are suitable to replace rotting windows. Glens Glass has been out to do a quote to replace these.

**ACTION:** Mike to remove door arm from used door and replace the arm on GPA cloak bay door.

- GPA will move in on Monday 1 November.
- Miss Bowman commented on how much brighter the renovated classroom environment is and also how much easier it is to keep clean (referring to the new Room 4).
- Bay Decorators will be leaving next Friday, 5 November, and will return in the school holidays.
- Edwin Schweizer asked if any improvements were being made to the roofing throughout the school?
  - Teresa informed the Board that \$33k for roof repairs had been allocated by the MOE and Opus had a quote in. This maintenance (paint/replace/repair) is due to start in 2022.

**Correspondence:** Nothing to report

**Monitoring:**

**Principals Report:** Previously circulated – see attached

**Roll:** 92

**Property:** As stated in the report

Edwin Schweizer asked if the hopper will be removed?

Teresa informed the Board all the building waste is on the contract to be removed, organised by Central Earthworks and/or Atkinson Builders.

**ACTION:** Edwin to contact Shane Atkinson and let him know he has metal that could also be collected if they are getting McCauleys out.

**Personnel/Staff:** As stated in the report

**Health & safety:** As stated in the report

**Curriculum:** As stated in the report

- The Board discussed the School productions and ways the children could perform in front of an audience while meeting Covid guidelines.

**Community Engagement:** As Stated in the Report

**Finance:** Mary reported to the Board.

The Board discussed the classroom renovation project if it would come in under budget.

- At this stage yes. As long as finishing costs remain within reason.

The upper windows (in GPA) mechanisms to open & close them need replacing. It was agreed that these windows needed to be closed permanently and small latches would be adequate.

**ACTION:** Mike France would look into it.

Edwin Schweizer asked Mary to explain the discrepancy in The Board funded Teacher budget.

- Unfortunately one day a week hadn't been budgeted for. However now that the error has been identified it can be put right by allocating underspent funds.
- Because we missed our mid year budget review, due to Lock down, figures that normally could have been adjusted because of under spending have not been.

**ACTION:** Kelly to contact Emma(Education Services) regarding:

- moving the Beginning Teacher funding from 2020 to 2021
- Journal salary support from MOE operational grants.

Shelley thanked Mary for her work on the School's budget.

**Grants:** As stated in the report.

**Resolutions:** Nothing to report

### Discussion/Decisions:

- Review - Charter 3 year Strategic plan and 2022 Annual Plan.

Teresa presented the school's 3 year "road map" to the Board.

The Board discussed this document and agreed that once Teresa had made a few adjustments this would be the draft for our Charter document to be submitted to the MOE.

- Aotearoa New Zealand History & Social Sciences curriculum.

Teresa familiarised the Board with the Aotearoa New Zealand History & Social Sciences curriculum development and informed them that it will be mandatory from 2022. She described the process that saw this curriculum developed and the different contexts that can be taught.

The Board discussed this and were positive about the impact and importance of the document.

Plan Community Consultation ( for 2022 strategic plan feedback).

The Board discussed the best ways to engage with the community and on which platform this best works.

**ACTION: Teresa Topp to create an online survey with the offer to meet and discuss any ideas or questions with the Board**

Policy Review: Operational Policies 3 - 6 (no changes).

Sunsmart Policy.

Teresa informed the Board our Sunsmart accreditation had lapsed and advised them of the changes to the policy required to continue our accreditation.

The Board agreed with the changes.

**ACTION: Kelly to make changes and email the changes to the Sunsmart representative.**

Privacy Officer:

The Board discussed this and agreed that Kelly Curtis would be the school's Privacy Officer.

**Agenda Items for consideration for the next meeting**

Mike France raised the Mitre 10 Playground nomination.

Edwin Schweizer informed the Board he had been approached regarding the appearance of the school grounds and the school van driving through Ngakuru collecting students. He asked if this could be discussed at the next meeting.

**Meeting Closed: 8.27**

**Next Meeting: 24th November**

Signed:

Date:



24/11/21