

**Waikite Valley School Board of Trustees Meeting**  
February 2022, WVS Staffroom

**Administration:**

**Present:** Teresa Topp, Mary Briggs, Lorraine Bowman, Tim Braithwaite & Mike France

**Apologies:** Edwin Schweizer

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

**Meeting Opened:** 6.32pm

The Karakia was read by the Board members

Teresa welcomed Courtney Moyes (observing the meeting as representative of the P.T.A.) to the meeting.

**Interim Chair Election**

- Mary Briggs nominated Mike France.
- The Board unanimously voted in favour and elected Mike France as interim Board chair.

Mike France duly elected as interim Board Chair.

**Confirmation of Previous Meeting Minutes:**

**Matters Arising:**

- SIPs projects
  - The garage still has an opening in the roof from the Boiler chimney removal. Teresa has shown Edwin and thought he was going to contact Shane. We need to liaise with Shane Atkinson as to whether the project is complete so we can finalize.
  - The outdoor classroom is paid for. There was an increase in the cost due to rising material prices. The classroom is due to be delivered late February. We can close this project once delivered. Ground will need to be prepared for delivery or placement.

**ACTION: Edwin to contact Shane to see if the job has been completed. If it has the Board would like the hole in the roof fixed before final sign off.**

Mike commented on how great the school and grounds were looking.

The Board agreed.

Teresa Topp explained that the grounds people were working very well together.

School is just lacking a handyman now.

Mike informed the Board that the application for the playground competition (Mitre10) was unsuccessful.

- Mary thanked Mike for the work he has done.

Mary Briggs asked about this year's van run so far.

- The run is going well. The van is doing a quarter of the journey that it was in 2021 thanks to the extended school bus route to Barber Rd. It is not going past Ngakuru School anymore.

The Board discussed the new bus run and how effective the new driver is.

Mike France asked if Shelley had received the Board's gift. Teresa informed the Board that herself and Lorraine Bowman visited Shelley and presented her with her gift.

**ACTION:** Teresa to check with NZSTA about legal requirements around replacing resigned member.

**ACTION:** Kelly to remove 'friend' from the minutes and replace it with contractor and to remove the names from the Board succession planning record.

**Correspondence:** Nothing in addition to what was listed on the agenda.

**Matters Arising:**

The Board looked into the property 5 year agreement 2018/2019 review.

- The increase in the amount given to school has increased due to an increase in square meterage.
- This amount is divided into payments per project over the 5 years.

Shelley Schnuriger's resignation letter.

- A motion to accept Shelley Schnuriger's resignation was moved by Teresa Topp, seconded by Mary Briggs and accepted by all. Motion passed to accept the resignation of Shelley Schnuriger.
- Mike asked if the Board should acknowledge Shelley's time on the Board and as chair in the school newsletter. Members agreed that would be appropriate.

**ACTION:** Teresa and Mike pen something thanking Shelley and publish in the newsletter with a photo of Taonga gifted.

**Monitoring:**

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

**Roll:** 90 – great start to the year after 11 students exiting at the end of 2021 (Year 8 leavers, 1 family has moved out of our area).

Mike asked if everyone has returned with the current Covid situation? The Board discussed this.

- All students are back
- There has been a disproportionate increase in home learning nationwide. A few parents fear compulsory vaccination in schools and worry about their children wearing masks.
- Our community has behaved pragmatically.
- The children are coping well.
- Staff have been advised to use discretion with the children and are able to remove their masks to the side when teaching phonics (Junior School) - in particular.
- Teaching is challenging wearing a mask, making hearing children quite difficult & giving clear instructions.
- Wearing masks and not being in the class for more than 2 hours at a time means students and staff are not "Close Contacts" in Red, Phase 2.

**Banking Staffing:**

Adjustments will be made over the next 2 pay periods to bring the final total as close to 0 as possible.

**Property:** As stated in the report

The Board discussed the roofing project and the quotes provided in the Board pack.

- Teresa informed the Board that the Roof Doctor quote had been accepted by the MOE.

The Board queried the acceptance of the lowest quote and would all the needed work be done? They want to be sure there is a long term outcome.

After some discussion it was established that any work that hasn't been mentioned in the quote that needs doing (up to the value the MOE has approved) should be done. The job will have a water tightness certificate at its completion which will offer some level of assurance.

Mike France asked where funding for window replacement and upgrades etc would come from.

It was explained that the 10YPP planning will start shortly. Opus will employ a raft of specialist contractors to assess the site and compile the work that needs doing. Opus will then prioritize these works according to the MOE guidelines and put them into the first 5YA or second 5YA plan.

Teresa Topp and those interested from the Board are welcome to meet at the close of the roofing project. Edwin has been doing this. There is an opportunity to suggest things that may need doing and rectified as funding allows.

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

Teresa informed the Board Christina Clark has been employed to work every Friday (Rm 2) and every second Tuesday (Pod 1 CRT). Christina is a highly qualified & experienced trained teacher, a Reading Recovery teacher and New Entrants specialist teacher.

**Health & safety:** Divots in the ground.

- Christina Clark tripped in a small tomo like hole and twisted her ankle quite badly.
- These holes seem to appear occasionally due to seismic activity.
- The hole has been filled in.
- Mary Briggs mentioned that the school site was the sale yards so perhaps the holes are old post holes?
- We also had the tomo appear over by the school house site a couple of years ago which was inspected by the Opus specialist team.

**Curriculum:** As stated in the report

Teresa informed the Board that as we were not awarded ALIM or ALLfunding this year, she applied for G.A.T.E.(Gifted and Talented Education) funding from the M.O.E. which was accepted and has been awarded. \$6000 towards PLD, resources and improving/focusing on G.A.T.E.

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

Mike asked about the waharoa and when/ how will we make a start on this project?

- Teresa Topp informed the Board that:
  - we have the timber (from the Tauriko Mill) in the P.E. shed.
  - She has met with a Ngati Tahu Ngati Whaoa carver (Matua Grant's nephew, Wiremu Kinita), who has done a number of carvings for schools in and around Rotorua, and discussed our ideas.
  - Ideas discussed were geography of the district, and what students would like to see represented
  - It's a slow process but it has begun. Two members of the community have asked to be in the development/planning committee, along with Teresa Topp, Matua Grant and Wiremu. If anyone on the Board would like to be involved they are welcome.

**Grants:** As stated in Report

Mary thanked Teresa for the work she put into applying for and receiving Grants, in particular the Grassroots Central Trust that awarded WVS 10K towards Teachers wages this year.

## Resolutions:

**Finance:** Mary shared her findings for November 2021 & December 2021's finances.

Mary is looking forward to seeing the December finances before they go to the auditor. These will show adjustments that she thinks should reduce the end of year deficit.

**ACTION:** Kelly to ensure Mary Briggs sees this report as soon as it is available.

## Discussion/Decisions:

### 1. End of Year 2021 assessment data.

The Board discussed the end of year assessment data.

- Overall the numbers are good and show improvement over ...across all 3 core areas.
- The Board liked having the data across the years for comparison.
- Covid lockdowns have had an effect on progress and achievement.
- The well belows are making good progress.
- The well aboves have continued to progress.
- The improvement in Math is very noticeable - Mrs Pearson's funded Math support has been valuable and created a real improvement in progress.
- The focus was on writing last year- PLD with Cath Runga & ALL (led by Lorraine Bowman & Sheena Hunter).
- The use of devices does make a difference and can make a child feel more secure as they are able to alter things and use spell check etc.
- Some children with other issues are likely to remain below or stay at well below throughout their education.
- Staff will continue to work together to strategize ways and means for various students to ensure the best progress is achievable. They will revisit writing ideas from Cath Runga ,Education Associates, for writing and continue to use daily mindfulness & P.B.S.
- There will be a focus on G.A.T.E. and what/how they will extend students.
- It will be good to focus on above students this year, while maintaining known strategies for accelerating below/well below. .

### 2. Covid Pandemic Plan - Ministry Tool Kit

- Teresa informed the Board of the regular updates she reads and the steps that have been taken so far.
- Documentation from the MOE provides detailed scenarios that give clear guidelines.
- The Pandemic tool kit has been made and all information required has been collated specific to our school (relievers list, Vaccination register etc).
- Staff discussed iterations of teaching that may be needed during the Omicron outbreak.
- Teachers are ensuring the students are learning outside the classrooms frequently, which as well as wearing masks in class, will stop "close contact" scenarios.
- Teresa informed the Board that the School had received the CO2 monitor and at this stage readings have been acceptable in class.

The Board discussed phase 2 of the Omicron Plan, RATs and their availability, masks assigned from the MOE, testing requirements etc.

Mike asked about the Covid 19 requirements for parents attending camp.

- Covid vaccination certificate and current police vet is required to attend camp.
- Masks will be worn when necessary however students will be outdoors a lot. There is another group attending (not children) will not come into contact with our group.

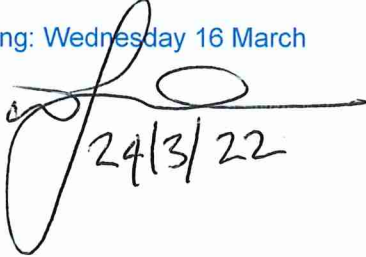
Agenda Items for consideration for the next meeting

- Camp Details - Health and Safety
- Principal Appraisal 2021

Meeting Closed: 8.07pm

Next Meeting: Wednesday 16 March

Signed:  
Date:

A handwritten signature in black ink, consisting of a large, stylized 'P' followed by a horizontal line. Below the signature, the date '24/3/22' is written in black ink.