

12 Sept Waikite Valley School Board Meeting
25 October 2022, WVS Staffroom

Administration:

Present: Mary Briggs, Sophia Burton, Mike France, Sheena Hunter, Kelly Weston & Sue Ratcliffe

Non-speaking observer:

Apologies:

In Attendance: Kelly Curtis (Secretary)

Meeting Opened: 6.42

The Karakia was read by the Board members.

Minutes: It was unanimously agreed that these minutes are a true and accurate record of the Waikite Valley School Board Meeting held on 12 September 2022.

Matters Arising:

Schoolhouse Decking:

The Board discussed Leave it to Lee's quote for the School House Decking. They noted that it was a Health & Safety issue and needs to be addressed as soon as possible.

After discussing decking quality and use of screws or nails the Board unanimously agreed to use Leave it to Lee and advise Lee that they'd like him to use the Rata merch decking and screws.

ACTION: Sue Ratcliffe to advise Lee that we require his services and what materials the Board wants used.

School House Tenancy:

Julian Prestidge had asked to move into the school house asap.

The Board had given the current tenants 90 days notice which meant Mr Prestidge could move in around 20th December.

He has now informed Mike France that he doesn't need the house until 16th January 2023.

Sophia Burton asked the Board to consider extending the time for the current tenants allowing them access to support, due to the time of the year, if finding their next accommodation is proving difficult.

After some discussion including the good relationship with the tenants (that would allow repairs to be carried out while they are still there), the Board agreed to "keep the extended time up their sleeve" for now.

Mike France brought the subject of Fabian Chamberlain enquiring about being reimbursed his Bond.

After some discussion the Board agreed it was a private matter between Jessica Boyd and Fabian Chamberlain.

Mike also raised the fact that there is no documentation of the tenancy of the school house.

ACTION: Kelly to look into this

Mike France informed the Board Julian Prestidge had asked if he could get photos of the interior of the School house to assess if large pieces of furniture would fit.

The Board also discussed the rent Julian would be charged (75% of current market value) which would make it around \$360.00 and that a rent review is forthcoming.

Rugby Posts :

These have been installed and look great. They are locked into the sleeve and can not be removed. Possibly look into doing a grant for another set.

ACTION: Thank Edwin Schweizer for doing this in the newsletter

Correspondence: As stated in the agenda.

Monitoring:

Principals Report: Previously circulated – see attached

Roll: 89 after 6 students have moved to other schools due to circumstance.

Banking Staffing: As stated in the report

It was decided that Lorraine Bowman would be moved to Teacher salaries and that this is monitored for the next couple of pay periods.

ACTION: Kelly to move Lorraine to 100% Teachers Salaries.

Property: As stated in the report.

Edwin Schweizer (working with Julian Prestidge) will be inserting the Basketball hoops.

Personnel/Staff: As stated in the report

Tracy Bain arrived.

Health & safety:

The Board discussed the wood chip on the playground and if it would meet health & Safety requirements.

- In the past an industrial rotary hoe has been hired to "fluff" up the chips.

The Board then began discussing needing a new Playground and the various ways funding had been applied for.

Mary Briggs informed the Board she had been told that funding could be sought from the Rotorua Lakes Council if the playground was labeled a "Community Playground".

ACTION: Sophia Burton to research this.

Curriculum: As stated in the report

Community Engagement: As stated in Report

Sue Ratcliffe thanked the Board for the Powhiri.

Grants: As stated in Report

Resolutions: For One Foundation for After School Care - Term 1, 2023 for \$5530.40

Strategic Aim/Learning and Teaching:

Finance: August Finances

Mary Briggs explained her role to the Board.

Mary Briggs is looking into spending and reimbursement of MOE projects D14 - AMS Learning Space and D16 - SIPS Projects as they are not adding up.

The outcomes of these investigations, at this stage, are looking like we will be down on what we originally thought we would be reimbursed.

Mary Briggs discussed with The Board the Equity funding that has recently been allocated to the school and although it is an increase from prior years, staffing has dropped.

Mary Briggs informed the Board that the School has opted in (not guaranteed) to the Donations scheme which means \$150.00 will be paid for each child by the government. This still allows School to charge for extra curricular activities such as camp.

The Board then agreed they would discuss Staffing 2023 as it relates to next year's budget and finances.

The Board looked at the Classroom options (4 or 5 classes) included in the Board Pack.

This was discussed extensively with the Board wholeheartedly agreeing that 5 classes was the only way forward as small class sizes and G.P.A. was what made this school unique and attractive.

Fundraising, Grant applications, Other Ministry Grants, High Health Needs funding, P.T.A. Donations etc were discussed.

Mary Briggs explained that she was still waiting on key figures and answers to questions that would impact the outcome of the draft budget therefore recommended the Board make a final, informed decision on Staffing and classroom options at the next Board meeting.

Governance Policies 19 - 21 & Operation Policy 1-2

19 - No. 2 add the word initially to the beginning of the sentence and remove "including any about the principal".

21 - Change Nov, Draft strategic plan to 2023, Dec, Approve review plan 2023, add to Student progress and achievement, Dec, End of Year student achievement.

Discussion/Decisions:

Agenda Items for consideration for the next meeting

Staffing 2023
Preliminary approval of budget
Sunblock
Hats

- Meeting Closed: 8.40pm

Next Meeting: Tuesday 15th November - 6.30pm

Signed:



Date:

15/11/22

PRINCIPAL REPORT TO BOT October 2022

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
17/8/2022	12	10	12	18	17	6	10	11	95
25/10/2022	14	10	10	16	16	5	8	10	89

G	B
45	50
41	48

Roll	NZ Maori	Pacific	Dutch	NZEuro	Other Euro
17/08/2022	27	1	4	83	9
25/10/2022	20	1	4	83	5

Banking Staffing Report, (02055) Waikite Valley School
 Period: 202315, Pay Day: 18-OCT-22, As at Period Ending: 18-Oct-2022

Page 3 of 3
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Summary FTTE Details

Pay Period No	7	8	9	10	11	12	13	14	15	YTD Total
Total staffing usage for period	5.46	5.58	5.58	5.58	5.5	5.98	4.98	4.98	4.98	103.32
Entitlement for period	5.56	5.56	5.56	5.56	5.56	5.56	5.56	5.56	5.56	104.84
Ministry adjustment for period	-	-	-	-	-	-	-	-	-	-
Year End Automatic Adjustment for period	-	-	-	-	-	-	-	-	-	-
Difference for period	.1	(-.02)	(-.02)	(-.02)	.06	(-.42)	.58	.58	.58	(-2)
Estimated \$ value of staffing (YTD)	\$1,285	\$1,220	\$1,156	\$1,092	\$1,285	-\$64	\$1,798	\$3,661	\$5,524	1.72
Required average staffing level to finish year with zero balance (FTTE)	5.59	5.59	5.59	5.59	5.6	5.56	5.62	5.7	5.81	

- Property Update
 - Basketball hoops waiting to be installed (beside office building/astrotrurf).
 - 10YPP MOE appointed (Carling Architects), MOE Property advisor meetings
 - Waharoa-Deposit paid, left over money used from the roofing project.
- Personnel/staff management -
 - Staff back to normal hours/days
 - DP
- Health & Safety - Top up wood chips
- Curriculum - Market Day, Shark Tank
- COMMUNITY ENGAGEMENT
 - Pet Day, Craft Day, Group Day
 - Powhiri

GRANTS-
Grassroots Trust Ltd
Pub Charity
NZCT
One Foundation - ASC T4 2022 - \$5500 submitted \$5000 approved
GRASSROOTS CENTRAL
Four Winds - Librarian & books \$8500 submitted approved & spent \$5500
Aotearoa Gaming Trust
Okataina Trust