

Waikite Valley School Board Meeting
15th November 2022, WVS Staffroom

Sophia Burton discussed with Sheena Hunter that the Meeting would "Into Committee" regarding Staffing etc. She had contacted NZSTA for advice and they had recommended that it was appropriate for the Staff rep to step out. Sheena Hunter was happy with this decision.

Sheena Hunter asked how she would be replaced as Staff Representative if she is not a staff member next year?

ACTION: Personal Rep, Tracy Bain, will look into this and advise the Board.

Administration:

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

Non-speaking observer:

Apologies:

In Attendance: Kelly Curtis (Secretary)

Meeting Opened: 6.34

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 25 October 2022.

Matters Arising:

Schoolhouse Decking:

Sue Ratcliffe has talked to Lee Stubbs and he is happy to do the work.

Just waiting for clarification on when.

ACTION: Sue Ratcliffe will touch base with Lee and see if he has more of an idea when the work will be done so Tenants can be suitably notified.

School House Tenancy:

School House Bond has been lodged.

Tracy Bain suggested in the future that all documents regarding the School house Tenancy and bond lodgement are thoroughly checked for accurateness.

Mike France told the Board Julian Prestidge had been "walked through" the school house (virtually) by Susan Aktinson so didn't need a visit anymore.

ACTION: Letter telling Julian Prestidge when he can move into the schoolhouse to be created.

Banking Staffing:

Continues to be monitored and is tracking well at this stage.

Curriculum: As stated in the report
Athletics ran well.
The G.P.A Garden has been graded.
Assessment is running to schedule.

Community Engagement: As stated in Report

Grants: As stated in Report

Resolutions:

Strategic Aim/Learning and Teaching:

Finance: October Finances and 2023 Budget

Mary Briggs discussed her findings.

- AMS, SIPS project tidy ups and their impact on the EOY final figures, approx 5K.
- The Outdoor Classroom was discussed by the Board
 - Sheena Hunter stated that the Staff have tried to utilize the space but hadn't had a great outcome.
 - The question has been asked if it can be sold and the money gained used for a similar project (Large gazebo type building).

2023 Budget:

The Board was handed Draft budget documents and Mary Briggs went through this document in detail.

- A defect in the Equity funding calculator, confirmed when Mary Briggs contacted the MOE Resourcing Centre, meant we went from starting 2023 with approx 223K to 178K
- Equity funding was explained and we will receive 9K more than the previous year
 - 344 \$43 per child
 - **452 \$246 per child (Waikite Valley School)**
 - 569 \$1130 per child
- Waiting to see if we are accepted for the \$150 levy per child which will mean parents won't need to pay school fees but can still be charged (or for a contribution) for extra curricular activities such as camp etc.
- By using current figures from the latest financial reports next year's amounts have been calculated.
- Long term maintenance was discussed. A non cash figure is put away for the next 10 years to repaint the school. This amount will be checked in 3 years time to ensure it is adequate.
- Depreciation was explained and discussed.
- Large over spend in relief teacher budget.
- Mary has made sure the camp budget doesn't constantly look overspent because funds were gained by grants.
- The School House and how/ how much money will be spent to be looked at.
 - 16.5K budgeted at this stage (money earned from rent).
 - This year so far 5k has been spent maintaining the property
 - The roof seriously needs looking at
 - Can we save money but keep the property at a reasonable standard?

Sophia Motioned that the Meeting go "Into Committee" at 7.50pm
Sheena Hunter left the meeting.

Operational Policy 3 -6 - To be reviewed at the next Meeting

Community Playground:

Sophia Burton informed the Board of the information she had gathered so far.

There are 2 ways this can be broached:

- A letter writing campaign asking and informing why a playground should be funded
- Approach the Regional Council and ask if they would consider helping fund a community playground.

The Board discussed that a number of grant applications for a playground have been lodged and disapproved.

ACTION: Sophia Burton will look more closely into who and how.

ACTION: Sue will contact the past Principal of Kaharoa School and ask how they went about obtaining council funding for their community swimming pool.

Correspondence: As stated in the agenda.

Monitoring:

Principals Report: Previously circulated – see attached

Roll: 89

Sue discussed new enrollments including a child with high needs.

Banking Staffing: As stated in the report

Property: As stated in the report.

10YPP Architects and MOE Property Advisor meetings:

- Contractors currently visiting school to assess and rate jobs that need carrying out.
- These reports will be forwarded to the architects who will then look at these recommendations and report to us.

Pool:

- The pool is up and running.
- Julian Prestidge will be attending a pool running course in the holidays

Sue Ratcliffe asked the Board to consider how the maintenance of the pool would look over the school holidays prior to Julian Prestidge moving into the school house.

ACTION: Sue to look into options for the month of testing needed during the holidays.

Personnel/Staff: As stated in the report

Health & safety: As stated in the report

Out of date UV filters have been replaced.

Sue Ratcliffe raised the subject of Emergency procedures noting that:

- There is no clear signage.
- No regular emergency drills.
- No clear policies for these events.

She raised the topic of I Schools - a company that rewrite policy, tailored to the school. These documents are written by professionals and kept updated.

ACTION: Sue will continue to look into I Schools and its cost etc.

Discussion/Decisions:

Agenda Items for consideration for the next meeting

Staffing 2023

Budget

Operational Policies 3 - 6

- Meeting Closed: 8.45pm

Next Meeting: Monday 5th Dec 4.30pm

Signed:



Date:

5/12/22

PRINCIPAL REPORT TO BOT November 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
25/10/2022	14	10	10	16	16	5	8	10	89
15/11/2022	14	10	10	16	16	5	8	10	89

G	B
41	48
41	48

Roll	NZ Maori	Pacific	Dutch	NZEuro	Other Euro
25/10/2022	20	1	4	83	5
15/11/2022	20	1	4	83	5

Banking Staffing Report, (02055) Walkite Valley School
 Period: 202316, Pay Day: 01-NOV-22, As at Period Ending: 01-Nov-2022

Summary FTTE Details

Pay Period No	8	9	10	11	12	13	14	15	16	YTD Total
Total staffing usage for period	5.58	5.58	5.58	5.5	5.98	4.98	4.98	4.98	7.12	110.44
Entitlement for period	5.56	5.56	5.56	5.56	5.56	5.56	5.56	5.56	5.56	110.4
Ministry adjustment for period	-	-	-	-	-	-	-	-	-	-
Year End Automatic Adjustment for period	-	-	-	-	-	-	-	-	-	-
Difference for period	(-.02)	(-.02)	(-.02)	.06	(-.42)	.58	.58	.58	(-1.56)	(-.2)
Estimated \$ value of staffing (YTD)	\$1,220	\$1,156	\$1,092	\$1,285	-\$64	\$1,798	\$3,661	\$5,524	\$514	\$514
Required average staffing level to finish year with zero balance (FTTE)	5.59	5.59	5.59	5.6	5.56	5.62	5.7	5.81	5.59	5.59

- Property Update
 - Basketball hoops installed (Beside office building/astro turf).
 - 10YPP MOE appointed (Carling Architects), MOE Property advisor meeting updates
 - Pool
- Personnel/staff management
 - Paid Union Meetings,
- Health & Safety - meeting Kelly, UV filters
- Curriculum - Calendar Art, kaupapa-forces, athletics, GPA garden, Assessment
- COMMUNITY ENGAGEMENT
 - kindy athletics

GRANTS -
Grassroots Trust Ltd
Pub Charity
NZCT
One Foundation - ASC Term 1, 2023 submitted \$5500
GRASSROOTS CENTRAL
Four Winds - Librarian & books \$8500 submitted approved & spent \$5500
Aoteaora Gaming Trust
Okataina Trust