

**Waikite Valley School Board of Trustees Meeting**  
December 13th 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:** 6.32pm

The Karakia was read by the Board members

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

**Matters Arising:**

- Hopper is gone and it looks much tidier.
- Teresa Topp informed the Board she had noticed that the old coal burner chimney had been left open and birds and water were getting in the shed.

**ACTION: Teresa will talk to Shane about this.**

- Just a rubbish pile and a couple of windows left to go. These will be sorted in the holidays.
- The Board asked when they might hear about the outcome of the Mitre 10 Playground grant?
- Unsure at this stage. Might take a while to get through what you'd assume would be a large amount of applications.
- Teresa has not re advertised the Caretakers job because of the time of the year so will do so at the beginning of the new year.
- Teresa met with Bob Hariwich from Ritchies Bus company and planned the extension to Barber Rd.

**Correspondence:**

**Matters Arising:**

The Board discussed the roofing procurement plan from the MOE. This is the last project on the 10 year plan. 30K has been set aside by the ministry for this project however only 13K has been quoted.

- The next roof repair will be in 10 years
- Could we get someone else to have a look and quote?
  - The discussion centered around how difficult it is to get any trade work done atm and 3 companies were asked to quote the job but only 1 did.
- What else could we spend the money left over on?
- Organise a quote and if that isn't feasible then sign it off and get what we can done.

**ACTION: Mike to organise a second quote with a friend from Te Awamutu.**

## **Monitoring:**

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

**Roll:** 94

**Property:** As stated in the report

- Fox cabins have ordered materials and a deposit has been paid. Slight increase in price due to materials price increases.
- SIP project completions have been extended until June 2022.

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

- Looking for someone to teach 1 day in Room 2

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

**Curriculum:** As stated in the report

- The Board discussed this year's outcomes for the ALL and Reading Recovery programs.
  - ALL
    - Staff identify priority learners.
    - These children remain in class
    - Staff discuss and brainstorm together looking at the potential barriers and why the students are struggling then apply appropriate teaching strategies aimed at helping them.
    - These strategies developed and improved with the help of Cath Runga (Evaluation associates) become part of day to day teaching in a structured way.
  - Reading Recovery
    - Funding approved for next year
    - Proven early learning literacy support.

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

- Parent Teacher Interviews.
  - 1 family was not seen and contact has been made with them.
  - Interviews went well.

**Grants:** As stated in Report

**Resolutions:**

**Finance:** Mary reported to the Board and presented the Draft Budget. By submitting it now the Board has figures to look at. Changes can be made and updated.

- The Board discussed the PTA donation and fundraising they had done, including the calf donation scheme (\$4200) that had contributed to a good year.
- Mike asked if money is put away for maintenance of the school.
  - The Cyclical Maintenance was explained.
- Relief Teacher funding from the MOE was explained

**ACTION:** The Board approved the submission of the 2022 budget to Education Services.

## Discussion/Decisions:

### 1. Policy Review: Operational Policies 9 - 12.

The Board discussed the processes outlined in the child protection policy in particular behaviour management.

- Staff are updated frequently and are aware of all protocols
- Classroom behavior expectations are set with each class
- Constable Viv meets and advises Bus monitors of their roles and responsibilities.

### 2. School Van

The Board discussed the continuation of the School Van run and the pros and cons.

- Could the Van do it's run without going through Ngakuru Village?
- Could we ask for payment?
- If it continues to meet the needs of priority learners it needs to continue.
- Some children it is collecting were always coming to WVS.
- The operational perspective is evolving and routes etc need to be flexible at this stage.
- Alice is more than happy to continue doing the van run and keeps the van immaculate.

**ACTION: Teresa will touch base with families involved in a change of route and gauge their response.**

### 3. Draft Budget - as previously discussed.

### 4. The Board discussed succession planning.

- Shelley Schnuriger resigned at this meeting.
  - The Schnurigers will happily continue being involved in Pet Day & Group day planning and preparation.

Teresa thanked Shelley for her involvement in the steady roll growth and consistency of the Board which has made it easier in her role as Principal.

- Names suggested for nominations in 2022 for Triennial elections:
  - Joseph & Lana McNuall
  - Mathew Fisken

Shoulder Tapping encourages people to consider the position and their skills and what they have to offer.

Qualities that need to be considered in looking for future Board members are generally skills that will broaden the knowledge base of the Board; range of age, gender, perspectives and backgrounds.

## Agenda Items for consideration for the next meeting

- Elect a chair - until Triennial Elections
- Assessment data - end of year 2021

**Meeting Closed:** 7.45

**Next Meeting:** Wednesday 16th February

Signed:

Date: