

Waikite Valley School Board Meeting
Monday 16th October 2023 , WVS Staffroom

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

Non-speaking observer:

Apologies: Tracy Bain & Sophia Burton

In Attendance: Kelly Curtis (Secretary)

Meeting Opened: 4.07

Mike France agreed to fill in as Chairperson.

The Board discussed what numbers were needed at a Board meeting to form a quorum. This had been looked into earlier and the following was found.

“No business may be transacted at a meeting of the board unless more than half the board members then holding office are present.”

The Board also asked if a meeting could go ahead without the Principal or Staff rep?

ACTION: Kelly Curtis to look into this and inform at the next Board meeting.

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 the 18th September 2023.

Matters Arising:

School House Shower:

Mike France informed the Board he had given Julian Prestidge's contact details to MK Innovations. This allows arrangements regarding the repair of the School House shower to be made independently. MK Innovations will contact Mike France if further work is needed.

Correspondence: As stated in the agenda.

Monitoring:

Principals Report: Previously circulated – see attached

Roll: 84 - As stated in report

Banking Staffing: As stated in report

Sheena Hunter asked if we need to use this excess staffing?

- Mary Briggs answered “Yes, but we have until PP26 which is April next year.”
- Sue Ratcliffe also pointed out that this could easily be used if a staff member became sick etc.

Attendance: As reported

Property: As Stated in the report.

Small School is currently in the school looking at the carpet and asbestos.

Pool fencing has the go ahead and is awaiting funding.

Personnel/Staff: As reported in the report.

After School Care :

The Board discussed the questions Sue Ratcliffe had asked in the agenda.

- Is one Supervisor enough for A.S.C?
 - Sue Ratcliffe informed the Board that teachers were only required to stay at school until 4.00pm
 - Sheena Hunter said that staff are happy to do A.S.C.

The Board agreed that 1 supervisor would be sufficient.

- If we can't get cover for Thursdays what do you expect to happen? Is there no A.S.C. for that day?
 - Without an A.S.C supervisor the Teacher on A.S.C. is put in a position of “baby sitter” which is not an efficient use of a teachers time.

The Board agreed that this should not be put on Teachers and if an A.S.C. Supervisor was not available on a particular day then there would be no A.S.C.

The Board also agreed to await the outcome of the advertisement for an A.S.C. Supervisor in the School Newsletter today.

Staffing 2024:

The Board discussed next year's staffing.

- Sheena Hunter asked if we had next years allocation for Staffing>
 - Sue Ratcliffe informed the Board we did.
 - Sue Ratcliffe pointed out there will be no Reading Recovery next year.
 - C.R.T. has also changed so will need to be calculated and someone found to do Terms 1 & 2.
 - Sue Ratcliffe and Sheena Hunter are still to discuss C.R.T. for Terms 3 & 4.

Health & safety: As stated in the report.

The Board discussed the Targa Rally and in particular the speed the vehicles would go past the School. They agreed that with the layout of the road, the fencing and that the entrance to the school would all be taped off, they didn't see a need to reduce the speed limit.

The Board agreed that if feedback was available it would be good to point out that either the rally began after 10am or was during the weekend.

Curriculum: As stated in the report

Term Dates:

The Board agreed to change the start day of Term 1, 2024 to Tuesday 30th January meaning school would finish on Friday 13th December 2024.

Community Engagement: As stated in the report.

The Board discussed Pet Day.

Grants: As stated in the report

Resolutions:

Finance: September Finances

Mary Briggs updated the Board on September's Financial report.

Mary Briggs informed the board on the Principal's WellBeing fund. This is a 6k yearly payment that the Principal can use at their discretion as long as assets are not purchased. Mary Briggs informed the Board this year's payment if not all spent will be carried forward to next year's income.

ACTION: Kelly Curtis to move the C.R.T. amount to Relief Teachers.

ACTION: Kelly Curtis to investigate the amount in the Salary suspense code and clarify.

The Board discussed the Laptops for teachers scheme. School has bought out the lease of two chromebooks to allow the scheme to replace 3 Teachers' laptops.

Overall School has received more income than budgeted and spent less than budgeted.

Discussion/Decisions:

Year 7 & 8 class:

The Board discussed next year's classes.

Sue Ratcliffe emphasized that she had not yet discussed classes and students in classes with the Staff and that until she had she was unable to provide details.

Sue Ratcliffe presented the Board with a draft class list for next year to give them a vague idea of numbers etc. Various opinions were voiced and a robust conversation was had.

The Board agreed that they will revisit this in detail once Sue Ratcliffe has the information from meeting with the staff.

This conversation led to a discussion on Grants.

Again a robust conversation was had.

The Board discussed past use of Grants.

Mary Briggs informed the Board that this time last year \$69K in grant funding had been received compared to 18K this year.

Mary Briggs commented that grant funding in the past had allowed P.T.A. donations to be used for a variety of different things.

Mary Briggs suggested that a Camp grant needed to be looked at in the very near future.

The Board agreed that what was wanted to be applied for came from a staff level and we needed their input to start the process and that a "driver" was needed.

ACTION: Sue Ratcliffe to discuss this with Staff and get back to the Board.

School Docs:

The Board reviewed Curriculum and Student Achievement Policies in School Docs.

No one had any questions and all agreed no changes were needed.

Sue Ratcliffe will review it online to show it has been reviewed by the Board.

Mike France raised the topic of the School House Rent and suggested that the Board consider raising the rent.

Rent increase is allowed once a year and he felt raising the rent consistently was a good way to go about it.

90 days notice needs to be given to raise the rent.

The Board discussed the School house, agreeing it would be financially irresponsible not to increase the rent as the School House is costing more than it makes.

ACTION: Mike France to inform the school House tenants that the rent will be increased.

Agenda Items for consideration for the next meeting

Year 7 & 8 class for 2024

Grants - What do the Staff request.

Meeting Closed: 5.27

Next Meeting: 13th November 4.00pm

11th December 4.00pm

Monday 16th October 4.00pm

Signed:



Date:

16/11/23.