

Waikite Valley School Board Meeting
Monday 13th November 2023 , WVS Staffroom

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: 4.07

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 Rent increase:

Mike France asked if the appropriate document for informing the tenants of this increase had a letterhead attached and be emailed back to him.

He advised that the tenants needed 60 days notice.

The Board discussed how they would decide the amount the rent would increase to by contacting a real estate agent or looking on Google.

Mike France informed the Board he had arranged an inspection of the property and had received a list of requests from the tenant to be considered for repair.

The repair for the school house shower was discussed. The cheaper repair had proven successful and saved a considerable amount of money.

Mary Briggs informed the Board of a paint she was researching for work. It was a roof/rust treatment paint that could prolong the life of the current school house roof avoiding the cost of total roof renewal.

The Board all agreed this sounded like an idea worth pursuing.

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

Attendance: As reported

Property: As Stated in the report.

Pool fencing is waiting on council consent. The Pool cannot be used in the meantime.

Personnel/Staff: As reported in the report.

Health & safety: As stated in the report.

Curriculum: As stated in the report.

Kelly Weston asked if the student conferences advertised in the Newsletter were going ahead. Sue Ratcliffe explained that these were cluster collaborative conferences and there would be no student led conferences.

Community Engagement: As stated in the report.

Finance: No finances to report.

Budget to be reviewed.

Board Assurances: As Stated in the report.

Discussion/Decisions:

Curriculum & Learning 2024

Sue Ratcliffe informed the Board that Brendon Carroll, Principal at Reporoa College, had asked Sue Ratcliffe if she would like the Year 7 & 8 Technology to take place at Reporoa College.

Sue Ratcliffe informed the Board that she would apply for funding for a bus to take the students there as the number of year 7 & 8's would be too large for the school van.

Mary Briggs informed the Technology staffing is awarded to the school that provides Technology.

The Board discussed this noting Reporoa was closer.

The question of "Who would deliver the best service?" was asked and also where were other rural schools sending their year 7 & 8's.

The Board discussed the letter Sophia had drafted to inform the community of the outcome of the community consultation survey conducted during Parent teacher interviews in Term 3. They all agreed this letter was appropriate.

Mary Briggs commented that parents/caregivers had felt heard, particularly with the notice board being used and posted again.

Sophia Burton commented that it was great to know the school community felt their voices were heard.

School Docs:

Sophia Burton raised the topic of School Docs, Health Education.

There is a Community consultation process to go through.

She advised the Board that when reviewing the Relationship/ Sexuality guide to click on the "Learning outcomes". She felt this calmly and clearly informed and showed obligations to work towards.

Sophia Burton ask Sue Ratcliffe what the next steps are in this process.

Sue Ratcliffe informed the Board she would prepare a simple paragraph and send out a google survey to the school community. She had hoped to have this done by the end of the year as it is a requirement that it is done every 2 years (ERO compliance) however she will have the survey completed in the new year.

Sophia Burton talked to the Board about a recent learning seminar she had attended on LGBTIQ+ teaching and Learning Education. She said there was education for all levels. Sophia Burton said it was important for the School Community to acknowledge that they exist and are welcome. If questioned it was recommended to point in the direction of legislation/obligations and learning outcomes.

Sue Ratcliffe said that with all sensitive topics parents/caregivers are informed and permission/consent forms sent home.

Tracy Bain asked if this would be embedded in the curriculum?

Sue Ratcliffe said that needed to be looked into more.

Sheena Hunter talked about the school's value "Uniqueness".

Make France commented that uniqueness was looked at with Life Education and Sophia Burton mentioned puberty talks with the Health Nurse.

Sue Ratcliffe asked if everyone was happy with the school docs Health Education Policy?.

Mary Briggs asked "Are we meeting the requirements and how are we going about it?"

Agenda Items for consideration for the next meeting

Budget

Board Self review - role as a Board heading into next year. Reflection on this year and what the Board can do to improve.

School Docs - Religious Education. (Mary Briggs read through this very brief policy and the Board agreed it was appropriate and considered it "reviewed").

Meeting Closed: 4.43pm

Next Meeting: 11 December 2023

Signed:



Date:

11-12-23

PRINCIPAL REPORT TO BOT October 2023

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
18/9/2023	19	9	12	8	15	15	3	4	85
16/10/2023	14	12	12	10	14	15	3	4	84

G	B
43	42
42	42

Roll	NZ Maori	Pacific	Dutch	NZEuro	Other Euro	Filipino	Indian
18/9/2023	20	1	3	73	3	3	1
16/10/2023	20	1	3	73	3	3	0

Banking Staffing Report, (02055) Waikite Valley School

Period: 202414, Pay Day: 03-OCT-23, As at Period Ending: 03-Oct-2023

Generation Date: 03-Oct-2023, 08:17am

Summary FTTE Details

Pay Period No	6	7	8	9	10	11	12	13	14	YTD Total
Total staffing usage for period	5.34	5.34	5.34	5.47	5.75	5.85	5.2	5.2	5.2	93.11
Entitlement for period	5.36	5.36	5.36	5.36	5.36	5.36	5.4	5.41	5.41	96.61
Ministry adjustment for period	-	-	-	-	-	-	-	-	-	-
Year End Automatic Adjustment for period	-	-	-	-	-	-	-	-	-	2.88
Difference for period	.02	.02	.02	(-.11)	(-.39)	(-.49)	.2	.21	.21	.62
Estimated \$ value of staffing (YTD)	\$3,051	\$3,115	\$3,179	\$2,826	\$1,574	\$0	\$642	\$1,317	\$1,991	\$1,991
Required average staffing level to finish year with zero balance (FTTE)	5.42	5.42	5.43	5.43	5.4	5.36	5.42	5.46	5.49	5.49

GRANTS -
 Grassroots Trust Ltd
 Pub Charity
 NZCT- Camp T1 approved \$3000
 One Foundation - ASC Term 4 for \$4759.00 APPROVED
 GRASSROOTS CENTRAL
 Four Winds -
 Aotearoa Gaming Trust
 Okataina Trust - Camp T1, approved \$3000

Roll	84 on roll.																																										
Attendance	<p>Waukena Valley School Extract Dates: 9-Oct-2023 - 2-Nov-2023</p> <table border="1"> <thead> <tr> <th>Attendance %</th> <th>Number</th> <th>% of Total</th> </tr> </thead> <tbody> <tr><td>95 - 100%</td><td>22</td><td>26.19%</td></tr> <tr><td>90 -</td><td>21</td><td>25.00%</td></tr> <tr><td>85 -</td><td>18</td><td>21.43%</td></tr> <tr><td>80 -</td><td>6</td><td>7.14%</td></tr> <tr><td>75 -</td><td>7</td><td>8.33%</td></tr> <tr><td>70 -</td><td>3</td><td>3.57%</td></tr> <tr><td>65 -</td><td>0</td><td>0.00%</td></tr> <tr><td>60 -</td><td>2</td><td>2.38%</td></tr> <tr><td>55 -</td><td>1</td><td>1.19%</td></tr> <tr><td>50-59%</td><td>4</td><td>4.76%</td></tr> <tr><td><50.00%</td><td>0</td><td>No included in calculations</td></tr> <tr><td>NA</td><td>0</td><td>No included in calculations</td></tr> <tr><td>Total</td><td>84</td><td>100.00%</td></tr> </tbody> </table> <p>There were no NA students found in this extract. Attached is the raw data sorted from highest to lowest % of attendance.</p>	Attendance %	Number	% of Total	95 - 100%	22	26.19%	90 -	21	25.00%	85 -	18	21.43%	80 -	6	7.14%	75 -	7	8.33%	70 -	3	3.57%	65 -	0	0.00%	60 -	2	2.38%	55 -	1	1.19%	50-59%	4	4.76%	<50.00%	0	No included in calculations	NA	0	No included in calculations	Total	84	100.00%
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Banking staffing	<p>Total staffing usage for pay period 12 was 5.2 YTD=82.71 Entitlement for period 5.36 YTD=85.75 Estimated \$ value of staffing YTD \$514 (underusage) As a First Time Principal I was able to claim back 10 days release for PLD attended in my first year and a half. I am giving each staff member a day over an above their CRT entitlement for work towards their end of year report writing and assessments.</p>																																										
Property	<ul style="list-style-type: none"> Pool fence 																																										
Personnel	<ul style="list-style-type: none"> ASC supervisor 																																										
Health and Safety	<ul style="list-style-type: none"> Water pump replaced due to burn out. Sensors in the water tank caused the burn out. Repairs cost more than a replacement pump. Alice and Kelly have completed a first aid course. Most staff have updated first aid training. Danielle still to do. Fire alarm system operational. Evacuation and lockdown practise are scheduled for next 2 weeks. ADT fire 																																										

	<p>monitoring company will alert Sue and/or Julian if there is a fire outside 8am-4pm so they can meet fire engines to allow access.</p>
Curriculum-Teaching and Learning	<ul style="list-style-type: none"> • Council- kapahaka • Kakaramea • Technology 2024 • Awarded Assessment for Learning PLD 2024
Community Engagement	<ul style="list-style-type: none"> •
Board Assurances	<p>Self review and Board assurances</p>