

Waikite Valley School Board Meeting Minutes

Friday 19th June 2025

Meeting Opened: 3.17pm

Attendance: Mike, Sue, Lisa, Denise, Mary, Kelly, Sophia and Catherine

Apologies: None

Minutes Confirmed:

It was unanimously agreed by the Board that these minutes are a true and accurate record of the Waikite Valley School Board Meeting held 14th of May 2025.

Matters Arising:

1. GENERATOR

Sue provided an update on the proposed purchase of a generator for the School. More information is required before a final decision can be made so as to ensure the School gets the correct size of generator to cover all the power required. This is a work in progress and Sue will provide another update at the next Meeting.

2. SECURITY CAMERAS

Sue has not as yet received the Quote from Ufey but hopes to have it for the next Meeting. It seems that the School would need at least 6 cameras to cover all areas which need to be monitored. A general discussion was then held regarding monitoring etc. This is also a work in progress and Sue will provide an update at the next Meeting.

Correspondence: Bank Statements, Water Analysis Reports (see list).

Monitoring/Principal's Report:

Sue gave the Board her update aligning with the Report which the Board discussed and approved.

Due to a small incident with the School Van which requires minor repairs, Sue asked if the Board would approve payment of the \$500 Insurance excess to cover these repairs.

ACTION: The Board approved payment of the \$500 Insurance excess to cover repairs to the School Van.

Sue also asked if the Board would approve expenditure on School Jackets/Hoodies for Staff members to wear on School trips etc for safety reasons but as these are quite expensive she wanted to get the Board's approval before making the purchase.

ACTION: The Board approved the expenditure for School Jackets/Hoodies.

Financial Report:

Mary presented the latest Financial Report which was duly accepted and approved by the Board.

There was one slight issue with the schoolhouse rental payments which Mary has now sorted out and it is now working as it should.

Mary also presented the Annual Financial Statements/Audit Report which was also duly accepted and approved by the Board.

Sue presented the Budget Review – there was nothing of note except for a few small amendments and recoding of some items. The Budget Review was accepted and approved by the Board.

Discussions/Decisions:

1. BOARD ELECTONS

Just a reminder from Mike that the Board Elections are coming up fast (August/Sept) and to start looking to get things ready to go ie advertising posters etc

2. STRATEGIC PLAN

The Board needs to start thinking about the Strategic Plan for 2026 to enable this to be in place ready to go for the beginning of Term 1 2026.

3. PUWHAKAMUA

The School will look to put a Submission in to the Council regarding the safety of children on the school bus now that this is open to Public Consultation.

4. SCHOOL HOUSE

Mike has reported that the School house has passed it's first inspection with flying colours and has also asked for approval from the Board to plant a hedge to provide privacy for the Tenant and trellis to screen the washing line. This will cost around \$400 and Mike will install this himself.

ACTION: The Board approved payment for both the hedge and the trellis.

5. BEST START LEASE

Sophia reported that the Best Start Lease has been sorted and that she was now waiting for MOE approval.

Policy Review:

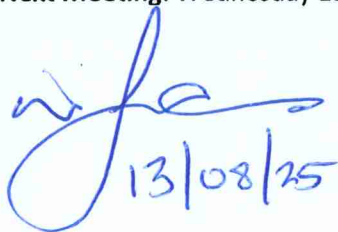
The Board discussed and reviewed Communication during an Emergency, Disaster or Crisis and Emergency Closure.

Agenda Items for next Meeting:

Annual Plan Data, Generator, Security Cameras

Meeting Closed: 4.35pm

Next Meeting: Wednesday 13th August at 5.30pm – Bring A Plate!

A handwritten signature in blue ink, followed by the date '13/08/25' written in the same ink.