

Waitaria Bay School Board of Trustees Meeting Minutes

Thursday 12 September 2024

Meeting opened at 3:20pm with Karakia Whakataka te Hau

Present: Tineke Giddy, Kate Hutterd, Keri Drylie, Stefan Schulz,, Georgie Gerard, Lynley Offen-Minute Secretary

Apologies: Braden Moleta

Minutes of the August meeting: Confirmation of draft minutes from August 2024 in the current meeting folder

Signed as a true and accurate record. Keri/Kate

Business as usual

Review of action points from last meeting:

WHAT	WHO	WHEN	STATUS
Fireplace - Contact Heating Marlborough for guidance	Georgie		Has Quote
Cracked Window Stefan has new pane it just has to be fitted	Stefan		Not Urgent waiting for Braden to get back
Linesmen/Powerlines Require Plan	Kate to follow up again		Kate to get date in the holidays
Jack Checkley Trust Require more information on criteria	Georgie		Georgie Followed up, Tineke to apply for \$3,000
School House Maintenance Plan	Board	Monday 12 August 4pm	Spreadsheet completed with high priority items first

Finances

August Finance reports are in the current Meeting folder.

Tineke clarified the DR CR columns

\$50 interest received in interest for a month through term deposit.

Financially okay

Georgie/Keri

10YPP Refund

Claire from Onus called with good news. To receive a 35k refund, earmarked for capital improvement.

\$3000 received for the window (not earmarked)

4 x Pink Batts Sold and school being reimbursed. Not earmarked could go towards pergola, shade cloth etc

Assurance Report - Strategic Goal 3 in folder

Concerns and Complaints (board)

Media

Performance Management (board)

Professional Development

Protected Disclosure (board)

Staff Conduct

Staff Leave

The board completed their reports online.

Moved Tineke Seconded Kate

Presiding Members Report-

Kate reports everything is going well.

The working bee was a success. The survey that went out enabled a date and time to be organised that suited everyone and there was an excellent turn out.

Got most things on the list crossed off , the school looking great.

Good to have Marion back in the classroom

Would it suit Tineke better having 2nd teachers time broken down but Tineke said it is working perfectly

Health and Safety Report

Keri said receiving the 35k will be great. She thought it might be good to upgrade the sunshade over the pool. There is a flash new bridge on the trapline.

Moved Keri/ Seconded Kate

Principals Report-

Attendance as per work plan (in folder) A comprehensive report is provided by the MOE which Tineke guided the board through. Attendance figures are improving all the time.

Health Consultation (as per work plan) Delivery of Health Education - Tineke to let parents know what is taught in the health curriculum.

Parents get a choice in which area of the Health Curriculum they would like her to focus on and she will be asking them to rank in order of importance.

The police are coming in Week 6 to cover, Keeping ourselves safe.

School Improvement Framework (doc in folder)

A big paper to get through for Tineke and Marion. The board completed their section Stewardship & Governance.

Jack Checkley Trust

Georgie has given Tineke the criteria and Tineke is going to apply for a \$3,000 grant to invite experts into the school.

Moved Tineke/Keri

General Business-

Bus Tyres

The bus requires a minimum of 2 tyres. The lease company has offered to organise and on charge at cost the replacement through Tyre General.

Tineke wants to check what tyres are allowed under the COF. What are their requirements?

There was a discussion on what type of tyres to get next as if we change from the mud tyres in will involve replacing all four. In less than a year we have worn 2 of the tyres with only 13,000k covered. Karoly provided some feedback and It was decided by the board that the mud tyres aren't that effective on the tarseal and possibly that is why they are wearing down quick. A decision was made to get All terrain tyres this time, safety being of the utmost importance.

Tineke has written to the MDC to ask for assistance with the tyres citing issues with the road being a possible link to the fast deterioration of the tyres.

Service is due but the lease company is happy to wait and do the COF and service together in December.

Funding Agreement for Bus

It was decided to accept the offer of a 3 year extension for funding from the MOE for the bus

School House Repairs/Fire

Stefan's spreadsheet of repairs required is in the School House Folder

Georgie provided the fire quote. The total \$7,403 which includes all permits and installation.

The process takes about 4-6 weeks and it was decided to accept the quote with an installation date of the first week in December is possible.

Guttering high on the priority list.

Bathroom - new taps and vanity. Need a plumber to give a quote.

Port Marlborough - Sounds Discovery Trust. Agi completing the application for this.

Meeting closed at 5:36pm

Next meeting-

Action Points

WHAT	WHO	WHAT/WHEN	STATUS
Fireplace - Contact Heating Marlborough for guidance	Georgie	Georgie to accept quote	
Cracked Window Stefan has new pane it just has to be fitted	Stefan	Not Urgent waiting for Braden to get back	
Linesmen/Powerlines Require Plan	Kate	Kate to get date in the holidays	
Jack Checkley Trust	Tineke	Tineke to submit application	
Gutters school house	Kate	Kate to contact Mike Richards	
MOE 3 year extension for bus funding	Tineke	Accept	