

**Waitaria Bay School Board of Trustees Meeting
April 2020 -via email/ hard copy of documentation sent out
BoT approved and made recommendations via EMAIL**

NZSTA online training: Carried over until next meeting

Present: Brenda Sutton, Chris Duckworth Emma Hopkinson, Paula Kawasaki, Nic Sutherland

Apologies: None

Minutes of the last meeting: Signed as a true and accurate record. Emma/Paula

Matters Arising: No matters arising

GENERAL BUSINESS - AS PER THE PRINCIPAL'S REPORT

NAG 1: Curriculum-

Presented to the Board for comment the Principal's Report:

- Emma commented that as always the results improve as year progresses.

NAG 2: Administration, Internal Evaluation, School Administration, Governance and Management, Self Review-

Presented to the Board for discussion, as per the Principal's Report:

- The Board all agreed via email (Nic, Emma, Paula) and verbal confirmation (Chris) that the above policies should be rolled over for a further year. Please refer to attached emails.

NAG 3: Personnel-

No comments from Board members

NAG 4: Finance and Property

- **Financial Reports:** *The monthly finance report for January, February, and March payments within are approved by the Waitaria Bay School Board of Trustees.* The Board all agreed via email (Nic, Emma, Paula) and verbal confirmation (Chris) that the January/ February/March reports accepted by board.
 - Brenda, Nic and Emma commented on the new format from new provider Solutions and Services was easy to read and understand
 - Draft Annual report - only comment from Emma is that it was looking good
- **Board Payments:** *Board of Trustees payments are set at \$605 per year and \$825 per year for the Board Chair. This works out to \$55. per 11 meetings and \$75.00 per meeting. for the 2020 year.*
- **SIP:** Emma thinks that this will be an asset to the school having a heated pool. To look at the cost involved and where to next in applying for this fund
- **RWT Online exemption:** *Chris to follow up with Solutions and Services.*
- **Resource management Act -Paula questioned - " I only have one question, is the council trying to force a consent for the water meter? Does our "not agree with the consent" counts for anything?"**

NAG 5: Health and Safety-

- All parent board members were very happy with the learning packs sent home with children
- Emma asked if we knew anything regarding shift to level 2.

NAG 6: Legislation- Refer principal's report for detail.

Principal's Report

Tabled and discussed as above.

Addend to minutes:

Email responses:

On Sun, 3 May 2020 at 10:19, <emmahoppy@xtra.co.nz> wrote:

Morning

Just reading thru the BOT notes , can we roll over the Nags these look to be standard policies.

The annual report looks to be pretty good along with the finance report , (way better format , so easy to read).

I think that the assessment data is to be expected as you have written in your report results always tend to go down at the beginning of the year, will be good to see the improvement here as the year goes on.

Fantastic news that we can use our SIP money for the swimming pool , I think this will be a Grady asset to the school.

Thank you for everyone's work towards the children's learning PACs being sent home.

Have there been any further guidelines as to what level 2 will look like for our school ??

Cheers Emma

Sent from my iPhone

From: **Nicky Sutherland** <nicsutherland@hotmail.co.nz>

Date: Thu, 7 May 2020, 11:57 AM

Subject: Board meeting

To: principal@waitariabay.school.nz <principal@waitariabay.school.nz>

Morning Brenda



I was hoping to bluff my way through the first few meetings to get the hang of what happens/ is expected.

I popped over to Emma and we had a run through meeting. So here goes

Nags yes happy with what I've read think that the financial situation is very clear! Just to add, I am very happy with the work that has come home in school packs thank you!!

Sorry I'm writing this on the run been a crazy busy week, brains a bit fried!

From: Paula Kawasaki <kawasakipaula@gmail.com>

Date: Tue, 5 May 2020, 12:13 PM

Subject: Hi Brenda (BoT)

To: Waitaria Bay School Principal <principal@waitariabay.school.nz>

Hi Brenda,

Keeping dry? Horrible days. My animals look a bit sad and cold.

I only have one question, is the council trying to force a consent for the water meter? Does our "not agree with the consent" counts for anything?

Now, kids related. Im trying to get the kids to do as much as they can inside and we will leave some of the science to do when the weather isnt so dreadful.

Thank for all the material.

Paula

Meeting closed at 0955hr. Next meeting: