

**Waitaria Bay School Board of Trustees Meeting  
13 December 2021**

Meeting opened at 0905

**Present:** Chris Duckworth, Sam Jones, Laura Thompson, Emma Hopkinson

**Apologies:** Paula Kawasaki,

**Minutes of the last meeting:** *Signed as a true and accurate record. Laura/Sam*

**Matters Arising:**

No matters arising

**GENERAL BUSINESS - AS PER PRINCIPAL'S REPORT**

Roll = 18. 4 new students in Term 1. 2 x Year 8's leaving this year. 1 x Y5 and Y6 leaving at the end of year.

2022 BoT meeting schedule circulated

Start of year times for staff and children noted

The Board agreed with the Strategic Planning and goals as outlined and agreed wholeheartedly that Kahui Ako goals only need to be used if they fit with our school character and culture.

**NAG 1: Curriculum -**

- Discussed -
  - Annual Goals -A quick snapshot shows progress by all children and greater detail will be shown in AoV.
  - Upcoming events: Prizegiving and new award.
  - New assessment schedule tabled
  - TOD 2/3/4 Feb children start on Feb 8
  - EOTC, STEM, Relationships and sexuality

**NAG 2: Self Review and Documentation**

- Discussed
  - School Docs review this term docs
  - Goals for 2022
  - Principal appraisal investigated and new regime to be undertaken

**NAG 3: Personnel-**

- Banked staffing P18
  - Staff Usage 1.44
  - Entitlement 1.35
  - MoE Adjustments 0
  - YTD dollar value of staffing \$1053
  - Required staffing to finish year on zero balance 1.44

Bank staffing to be used as needed for extra days required for school planning and development.

- Discussed
  - T/A first aid
  - Bus driver Medical -annual
  - Pool training recap. Higher budget needed from now.
  - Teacher registration signed
  - PLD for 2022

**NAG 4: Finance and Property-**

- *The monthly finance report for November and payments within are approved by the Waitaria Bay School Board of Trustees. Sam/Emma*
- *The Board ratifies the proposed staffing for next year. Chris/Sam*
- *The Board agrees that the Teacher Aide be paid at higher step and at the end of step 3 should be salary loaded \$2/hour. Emma/Sam*
- *That \$12,500(twelve thousand five hundred) be put aside in term deposit account for painting cyclic maintenance Chris/Laura*
- Also Discussed -
  - Fencing
  - Sherry Valley Grant
  - Gum tree - Sam to possibly help if quotes are expensive
  - Calendars and fundraising
  - Softfall
  - Chris to carry out inspection with Laura regarding paint etc
  - 5yp/10yp - ongoing with MoE. Inspection carried out this morning

● **NAG 5: Health and Safety-**

- Discussed

- Vaccination mandate
- Water testing
- Pool closure
- Playground maintenance
- Path Subsidence
- Boundary fence
- Speed of vehicles
- **NAG 6: Legislation-**
  - Discussed
    - Vaccination of staff on target for 01/01/2022
    - Dash cam for the bus to be installed for safety motoring.
    - New bus here for New Year
    - Masks are still a requirement
    - Traffic Light system still under review for schools. A balance for school needs to be achieved. The Board feels that the children should not miss out on school activities due to vaccination challenges and parents who are vaccinated should have the opportunity to partake in school activities.
    - A parent has shown interest in being on the BoT
    - Caretakers position to be advertised when the employment process for current caretaker has been concluded.
    - Cleaner on long term sick leave until EoY.
    -

### **Principal's Report**

Tabled and discussed as above.

Also the following document November Financials(4), Nov Agenda, Oct Minutes, Meeting schedule 2022, Assessment Timetable 2022,

Meeting closed at 1035hr. Next meeting: February 14 2022 9.00am Principal's Office