

Waitaria Bay School Board of Trustees Meeting Minutes

Thursday 3 August 2023

Meeting opened at 3:30pm

Present: Tineke Giddy, Kate Hutterd, Keri Drylie,

Apologies: Kelly McFadyen, Lynley Offen (Minutes Secretary)

Minutes of the June meeting: *Signed as a true and accurate record. moved Kate/Seconded Keri*

Action Points from Previous Meeting

WHAT	WHO	WHEN	STATUS
EOTC Event Categories - School Docs is advised of the amendment which will be personalised for Waitaria Bay School.	Keri/Tineke	ASAP	Completed
Tineke to check whether the school can obtain an asthma kit	Tineke/Agi	during management release time	Monday
Put a note in the school newsletter requesting personalised asthma medication	Tineke	next school newsletter- August	Completed
Kate to check with the NZSTA to seek advice on the nomination with the co-opt option.	Kate	ASAP	Completed

Finance Reports (hard copies and in Current Meeting folder)

Finance Report for June Moved Tineke/ Seconded Kate

Strategic Planning/Discussions

Presiding Members Report

Kate reported that Braden Moleta is the successful selected candidate with Stefan Schulz a co-opted member until December 2024. Stefan brings previous Board experience and expertise in IT. Skills which will be beneficial to the Board and School as a whole.

Health and Safety Report- Keri

We need to remind parents/caregivers that they need to inform us of student absences.

Messages for the bus drivers are to be sent no later than 7.00pm the night before.

We will purchase hi-vis vests for the students/staff for visibility when walking along the road, doing the trapline etc.

The school house requires a new oven- current oven has door closure issues, unreliable thermostats for the elements, a rusted warming drawer and no baking trays.

Principal's Report- verbal report with supporting documentation to come

Bus Information Sheet/Report- to be written and circulated out of cycle for approval

Rotoiti School Trip Proposal Initial Approval- to be completed circulated out of cycle for approval

Marlborough Principals Conference to be held in Rotoiti 30th August- 1st September approval to attend

I have met with the parent community to work on the Vision/Values and will share the document with the current responses/ideas. Further meetings are to be held to cover off;

- Permissions
- Health Curriculum Consultation and Statement

General Business

Mussel Fundraising opportunity- gauge interest from community

Action Points

WHAT	WHO	WHEN	STATUS
Follow up with new Board members- confirm and inform the community	Kate/Agi	As soon as possible	
Organise new oven for school house	Kate	As and when possible	
Gauge interest in Mussel Festival Fundraising	Tineke	Next newsletter- Friday	

Meeting closed: 4.30pm

Next meeting: Thursday 7 September 3.30pm