

**Waitaria Bay School Board of Trustees Meeting**  
**25 August 2020**

Meeting opened at 15:07hr

NZSTA online training: Trustees reviewed NZSTA Effective Financial Governance - Financial Workbook 1 Finances and ethics. Please refer to the workbook attached for discussion points.

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

**Apologies:** Nil

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

**Matters Arising:**

Pool and court expenditure to be discussed in the main meeting.

School Docs to be discussed in the main meeting.

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

**NAG 1: Curriculum -**

- Rongohea te Hau PD is now happening in term 4
- Attendance is on track.
- Beau and Rydah get some assistance in knowing how to sit tests so they are able to put their best foot forward.
- Pet Day 27 October
- Fundamental Skills - waiting to hear back if Seniors can join Tua Marina and Alistair is looking at how we can be accommodated for next year.

**NAG 2: Self Review and Documentation-**

- *The BoT approves a beginning date for School Docs of October 1 Emma/Chris*
- *The BoT approves that all policies be rolled over as School Docs will replace these in the near future. Nic/Paula*

**NAG 3: Personnel-**

- TOD will be in Havelock Fri 4 September.

**NAG 4: Finance and Property**

- *The monthly finance report for June 2020 and payments within approved by the BoT. Paula/Nic*
- Chris to ask Solutions and Services if adding BoT to the monthly reporting email list is a good idea.
- A discussion was held about the quote for swimming pool painting by Property Maintenance Services. Brenda declared a possible conflict of interest and withdrew from the discussion. *The BoT approves the quote for the swimming pool painting to be carried out by Property Maintenance Services Emma/Chris.*
- A detailed discussion took place over the possible expenditure on the upgrade of the school court and the pool heating. It was decided SIP and other funding sources such as COVID payments could be used to fund these up to a total amount of \$60k. Two quotes were received for the court. Tiger Turf was much cheaper than Urban Grass. Chris is to investigate other possibilities for Pool Heating and come back to the Bot with further quotes.
  - *The BoT agrees that a total amount of \$60,000 may be spent for the upgrade of the school court and heating of the school pool depending on SIP and other funding being secured. Emma/Nic*
  - *The BoT agrees to accept the Tiger Turf quote for Classic Turf with netball/tennis markings and HopScotch and Four Square dependent on securing funding from MoE. Emma/Nic*
- Brenda to approach Hopai Sports to see if they wish to be part of our calendar again this year.

**NAG 5: Health and Safety**

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**NAG 6: Legislation-**

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**Principal's Report**

Tabled and discussed as above.

Meeting closed at 16:17hr. Next meeting: @