

Waitaria Bay School Board of Trustees Meeting Minutes

Monday 12 May 2025

Meeting opened at 3pm with Karakia Timatanga

Present: Tineke Giddy, Kate Hutterd, Georgie Gerard, Braden Moleta

Apologies: Lynley Offen - Minute Secretary

Minutes of the February meeting: Confirmation of minutes from March 2025 in the current meeting folder

Signed as a true and accurate record. Kate/Tineke

Business as usual

Review of action points from last meeting:

WHAT	WHO	WHAT/WHEN	STATUS
Mistletoe Camp Final board approval	Tineke	Prior to camp	Complete
Rent Review	Board	Rent appraisal of schoolhouse.	Board discussed. Tineke to clarify with Martyn Birch.
Auditor	Kate/Georgie	Response to Auditor's report	Deferred
Slurry Grass	Braden	Check with MDC	Deferred

Finances

The March/April finances were discussed. A \$400 overspend was noted on the \$500 yearly Caretaking and Cleaning consumables budget. Tineke to look into this. GST report has been completed.

Moved Kate Seconded Braden

Assurance Report -

The latest assurance report is in the current meeting folder which the board reviewed. Strategic plan - Tineke has begun work on Strategic Aim 2 and emailed Archgola, to look at possible shade sail options.

Working Bee discussed. There are still jobs needing completion. Tineke is to add the school working bee to the calendar this term and put it in the newsletter for 9th June. We will attempt to complete what we can from the list below.

Working Bee list (yet to be completed)

Gate by style for ease of access to the paddock - **Kate & Josh, no date yet.**

Poles to go up to make use of an existing shade sail - **Braden to look at home**

Waterblast playground - **Ben Jones**

Paint letterbox - **Ben Jones**

Gather up additional firewood -

Install gutter alongside turf/bank - Retaining wall to be installed, **Tineke to ask Ben**

Curteis/Denis for a quote.

Cut back vegetation on the boundary top field

School paddock-

Clear fence lines

Deal to the weeds- fern, broome, brush, kanuka, ongaonga etc

Hang gate at the top

Burn pile

LAT - Both Lucia and Agi have gained their LATS.

Moved Kate/ Seconded Braden

Policies to be reviewed next meeting -

Planning and Preparing for Emergencies, Disasters and Crises (board)

Communication During and Emergency, Disaster, or Crises (board)

School Closure (board)

Emergency Management

Disaster Management

Crisis Management

Principal Report -

A discussion on the new Parental Portal that has been developed by the Ministry of Education and promoted by Erica Stanford-Minister of Education. It was suggested that any parental feedback should be forwarded directly to Minister Stanford.

Presiding Members Report-

Martyn Birch completed a rental appraisal on the School house. The board has discussed this and agreed on a market rental of \$250 per week less 25%. In setting the new rent rate the board have taken into consideration- the logistics and pro's and con's of living remotely, the

continual limited road access due to hard closures for remedial work, and current lack of access via jetty which has been closed by the Marlborough District Council via Marlborough Roads. The revised rate of \$200 per week will come into effect from June 2nd 2025.

School House rental is vital in attracting staffing when recruiting and will be reviewed accordingly should the need arise.

During the market appraisal, it was discovered there was no title attached to the school house property. Tineke is going to seek advice from Jodi, our MoE Property Advisor.

There has been great feedback on the school camp at Mistletoe Bay. The kids had a blast, particularly with sailing. We may look into finding more opportunities for sailing in the future.

General Business

Firewood - The Giddy Family wish to purchase the firewood which has been advertised as a fundraiser. They will purchase this for \$500 and pick up.

Bus Fuel - We have a meter on the fuel pump to monitor this. The tank can hold 1500 Litres. There is an option to pay \$300 annually to monitor this online. This will be looked at in the future.

Container donation by FENZ - no confirmation on when this is happening. Paul Stewart has offered to move this onsite for the school free of charge in return for borrowing the container beforehand.

Waitaria Bay Hall is looking at putting a fire hydrant in at the hall which may be of use to the school should they require it.

Meeting closed at 4.35pm

Next meeting- 3pm Monday 16th June 2025

Action Points

WHAT	WHO	WHAT/WHEN	STATUS
Auditor	Kate/Georgie	Response to Auditor's report	
Slurry Grass	Braden	Check with MDC	
Caretaking/Cleaning overspend \$400	Tineke	Query and look into this	
Rental appraisal	Tineke	To confirm boards reviewed amount with	

WHAT	WHO	WHAT/WHEN	STATUS
		Martyn Birch	
School House Title	Tineke	To follow up with Jodi	