

Waitaria Bay School Board of Trustees Meeting
14 June 2021

Meeting opened at

Present: Chris Duckworth, Emma Hopkinson, Paula Kawasaki, Sam Jones, Laura Thompson

Apologies:

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

Matters Arising:

No matters arising

GENERAL BUSINESS - AS PER PRINCIPAL'S REPORT

Roll = 14. 3 possible new enrolments for this year. Still unsure of Curteis' situation which may give 2 more.

Strategic Goals -

Goal 1 - On Target- Hautu plan to be developed

Goa 2 - On target. Parent counselling. seesaw to be developed.

Goal 3- It was decided that we have too many values, many of which are not actually values. We develop values that reflect us.

Goal 4- Barb and Laura completing individual pathways for children on RTLB roll. Assessments being undertaken to report on progress. The Board discussed the current reporting to parents and would like now to trial the process of Beginning of Year Conferences/data gathering, Written Reports Term 2 and 4 and Student-led conferences/celebration of learning rather than the process we use now.

The school will trial a new process for reporting to parents as stated above in conjunction with the current review of this policy. Emma/Paula

Laura introduced her initial finding regarding our current position in digital technologies in line with a continuum that she has been using. She will report back on future ways forward in this area for the school.

NAG 1: Curriculum - Refer principal's report for detail.

- Discussed -
 - That group budgets especially in curriculum is more important to keep within than individual budgets within this group.
 - RTLB support
 - Teacher Only Days
 - 2 Kiwi Ranch places to be offered to a family.
 - Marine Science education Programme
 - Visiting Authors
 - Science Fair
 - School Choir overnight stay
 - Pelorus Tech Challenge on July 2
 - Mel needle felting in T3
 - Waiting to hear about Jack Cheatley Trust and its music programme. This was discussed with many options regarding possible extra child learning with Kristina

NAG 2: Self Review and Documentation-Refer principal's report for detail.

- School docs reviews for T2 need to be reviewed by BoT, staff and families.
- Hautu information and video to be shared with BoT by Laura.

NAG 3: Personnel-Refer principal's report for detail.

- Banked staffing PP5
 - Staff Usage 1.3
 - Entitlement 1.35
 - MoE Adjustments 0
 - YTD dollar value of staffing \$774
 - Required staffing to finish year on zero balance 1.36
- Laura to review with principal mentor role of H&S rep

NAG 4: Finance and Property-Refer principal's report for detail.

- *The monthly finance report for May and payments within are approved by the Waitaria Bay School Board of Trustees. Sam/Emma*
- Also Discussed -
 - Pool fencing and possibilities of School undertaking this project
 - 5YA/10YPP - Laura to find where we are at.
 - Electricity Bill - to monitor yearly usage due to pool heating and apply for an increase if necessary
 - Final annual report
 - School house power
 - Tela lease for principal computer

NAG 5: Health and Safety-Refer principal's report for detail.

- Discussed
 - Argest training for Laura in Term 3
 - Door latches to be installed by Sam
 - Evacuation procedures

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

- Stella is now enrolled at school and using the school bus from the Kenepuru Heads
- Bus contract -See attached emails. We will be funded
- Bus Lease and possible purchase - Laura to approach lease company and look at possibility of owning our own bus
- New tyres fitted to the bus.
- BoT approved use of personal vehicle for Bus run on Thursday afternoon.

Principal's Report

Tabled and discussed as above. Also the following documents MarchFinancials(4), MOE Emails, Jun Agenda, April Minutes

Meeting closed at 1020hr. Next meeting: 16 August 2021 9.00am Principal's Office