

Waitaria Bay School Board of Trustees Meeting
22 September 2020

Meeting opened at 15:05hr

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, Nic Sutherland

Apologies: Paula Kawasaki

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

Matters Arising:

Waikawa Marae Noho marae set at \$100/family

GENERAL BUSINESS - AS PER PRINCIPAL'S REPORT

NAG 1: Curriculum -

- Cannington Primary School coming. Emailed him regarding contact numbers

NAG 2: Self Review and Documentation-

- School docs service agreement sent. The process for this has begun.

NAG 3: Personnel

- Appraisal for staff is no longer happening as instructed by MOE. A new procedure based on personal development is being implemented soon. Principal Appraisal is still happening.

NAG 4: Finance and property

- *The monthly finance report for Jul/Aug 2020 and payments within approved by the BoT. Chris/Nic*
- Insurance for the house was reviewed. Correct area for house and sheds now included. Excess raised to \$1300. Landlord Insurance renewed.
- Solutions and Services investigating how the bus grant can be classified correctly for the auditor.

NAG 5: Health and Safety-

- This bill needs to be paid but we have ongoing discussions between us the Moe and MDC regarding this.

NAG 6: Legislation-

- Bus signs are being put in place by Marlborough Roads

Principal's Report

Tabled and discussed as above.

Meeting closed at 15:47hr. Next meeting: @