|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Waitetuna School*Together we’re growing the seeds of success*

|  |
| --- |
| ***1.******Attendance & Welcome to June 16th Board Meeting*** |
| *Amanda, Lara, Jason, Daniel, Lorna, Bevan* |
| ***2. Apologies / Declaration of conflicts interests / Tracking Board hours*** |
| *Sue Court* |
| ***3. Confirmation of minutes*** |
| *All approve minutes for May 2020* |
| ***4. Matters Arising*** |
| *None* |
| ***6. CorrespondenceERO email (Further information on Principal’s report)*** |
| ***7. Guests*** |
|  |

|  |  |
| --- | --- |
|  ***Governance*** | *Principals report read and approved by BOT**-Principal Appraisal goals - where to next - Living Curriculum, Teacher inquiry, Enviro focuses* |
| ***Strategic Aims*** |  |
| *Improving student learning and achievement* | *Core focus - Wai - continues to develop in different ways for different levels in the school.Children will be involved in the testing of our local streams water. Ali has organised a programme to do this.* |
| *Developing a Quality Learning Community* | *Lotteries Grant - items to be applied for? - (TV/Blinds - not an option) decided on Concrete/Basketball hoop including installation/Rugby goal posts/Proper swimming pool roller for cover /fence/gate/CCTV cameras - PB tech, Hardwire quote options - Armstrong security - board agreed for Amanda to apply to Lotteries for $30,000**PLD - now that we are in level one PLD applications will now be reviewed and we will hear in July if we have been successful with local curriculum and digital fluency PLD* |
| *School organisation and structure* | *Waiting on one survey - Will then collate results and have that into the Ministry after mid July when applications will be accepted. Not likely to hear until term 4.* *SNUP upgrade - $2.50 per student - will be completed 23 June in the evening* |
| ***9. Personnel*** |  |  |
| *Teacher aides new collective agreement* |  | *New work matrix/Tiaki allowance(formerly dirty work allowance)* |
| ***10. Marketing and Communications*** |  |  |
|  |  | *Amanda - deliveries of the brochures to all ECE in the Raglan area. Was great to introduce myself as new Principal and have learning conversations about what works well in their centres and how that translates into a junior classroom, supporting transition. Robyn and I will visit them next term and build understandings around learning through play.* *ECE at Whatawhata will be inviting me to an information evening for parents.* |
| ***12. Finance*** |  |  |
| ***Finance*** | *Daniel* | *Approve payments for May/June 2020, move Daniel / second Lara* |
|  |  |  |
| ***13. Policies To Review:*** |  |  |
| *Health and safety procedures review* |  | *New completely updated Health and Safety procedures completed - one stop shop document except for the separate procedures below* *EOTC procedures - are included in the new Health and Safety procedures document for school staff. Passed by BOT**Facebook procedures - Open school facebook page for Waitetuna School, Amanda to find out from another school how they have approached this.**Police vetting procedures. Passed by Board**Credit card procedures (NAG 4) but overdue for review it seemed) Passed by Board**School Van procedures. Passed by Board* |
|  |  |  |
| *14. Health and Safety* |  |  |
| *Door lock* |  | *Door lock fixed in multi-purpose room - was a safety and fire hazard. Staff are happy.* |
|  |  |  |
| ***15. Property*** |  |  |
| ***Building update*** |  | *Accessibility toilets - demo completed* *Shade sail poles in -Shade sail installed before end of term 2. Shade sail has been installed 16 June.**Middle room slow - debate over colour choice of unit/carpet damage and vinyl/carpet in multi-purpose room. Property Advisor/Gisler and myself have come to agreement which fits budget. Gisler’s last set of paperwork needed further detail for Noeleen to approve**Playground - new options to discuss - Craig - local builder**Skyline garage - Other quote came back slightly more. Will discuss with project manager. Discuss timelines for each company.*  |

|  |  |
| --- | --- |
| ***17. General Business*** |  |
|  ***Code Signatory school*** |  | *Discuss implications and whether to apply**CCTV - Jason looked at camera options through PB tech - linked through school’s wifi. Batteries will need charging up approx cost $1200 for 4 wireless cameras.* |

|  |  |
| --- | --- |
| ***18. Monitoring / Review / Updates*** |  |
|  |  |  |
|  |  |  |

|  |
| --- |
| ***19. Meeting Closure 7.30pm / Evaluation*** |
| *Board Self Review evaluative questions such as:**What worked well in this meeting?**What didn’t?**Why didn’t it work?**What can we do better to improve our meetings?* |  *Board agreed this was a very productive meetingBoard members pre reading documents works well.* |

*Board meeting finished at pm 7.10pm**Next meeting 11th August 2020**Signed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Chair Person Bevan Marquand, interim Board Chair* |