



Waimauku School

Minutes of the Waimauku School Board of Trustees Meeting Wednesday 10 May 2023

Board meetings are open to the public, they are not public meetings. Members of the public (and this includes members of the school staff) are not entitled to speak unless granted a speaking right. While a speaking right is granted by the chairperson, the authority to grant that right is delegated by the Board. A member of the public should only speak for a few minutes at the beginning of the meeting to an item that is already on the agenda. They should not be taking part in any discussion on that agenda when it occurs unless invited to offer an opinion at the time.

Welcome

The meeting opened at 6pm.

Present

Gary Pasfield, Skaya Hudson, Nigel Perkins, Hayley Plowman, Ben Wetini, Thomas Nehemia, Craig, Harrison, Angela Searle.

Approval of Previous BOT Minutes

Motion: *"That the previous minutes be approved as a true and correct record."*
Gary/Thomas
Passed

Principal's Report

The Principal's Report as issued earlier was presented and taken as read.

Whānau Report

Thomas noted that he will meet Cody Hutchison, the new Māori Curriculum Lead, on Friday this week to offer support and plan ahead for Matariki.

PTA Report

Gary noted that the PTA Readathon fundraiser is underway and sponsors have been very generous with \$30,700 raised so far. Gary advised that the PTA had agreed to fund the new sunshade over the pool bleachers, quoted at \$5,669 including GST.

Financial Report

The Finance and Audit Subcommittee met to review in detail all the financial statements and operational reports.

Monthly Reports

The financial summary reports as issued earlier were presented and taken as read.

Motion: *"That the monthly management accounts for March and April be accepted"*
Gary/Hayley
Passed



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Gary noted that the pool heat pump which was storm damaged will be covered by insurance, quoted cost is \$25,343 including GST. The new heat pump for H1/H2 has been installed at a cost of \$5,669 including GST

Donation Funds

The Board discussed the use of remaining funds from the donations for families affected by Cyclone Gabrielle.

Motion: *"That Cyclone Gabrielle Donations be used to fund continued counselling for families in need"*
 Hayley/Skyah
 Passed

Statements

The Board agreed that the usual timetable for sending out financial statements to families could resume.

General Business

Whare Ako

Gary requested that Ben and Thomas provide a written brief on the external building requirements for Teak Construction to quote on ASAP. **Action: Ben/Thomas**

Wastewater

The Board discussed the On-Site Wastewater System Review Report, received 30 April from Ormiston Associates Ltd, and the response to the report received from Auckland Council on 10 May. The Board noted that substantial maintenance is required on the waste water system and disposal field to enable compliance with the school's resource consent.

Motion: *"That the Board authorise quotes to be obtained for camera investigation and remediation to the fieldwork"*
 Hayley/Ben
 Passed

Documentation Retention

Motion: *"That the Board authorise the destruction of personnel records once the employee has left the employ of the school for longer than 7 years"*
 Hayley/Ben
 Passed

Influenza

Motion: *"That the Board offer funded influenza vaccinations for all staff"*
 Ben/Craig
 Passed



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Acoustics

The Board reviewed a suggestion that acoustic fabric wall covering be installed in the temporary hall classrooms to reduce any reverberant noise. The Board noted that the classrooms would only be in use for approximately four more months and the noise level was quite reasonable.

AIMS Games

The Board discussed the preparation for the AIMS Games and agreed it would be beneficial to review the selection process before the 2024 games so that the methods and criteria are robust and transparent. The Board agreed to assemble a review committee.

Action: Gary

Staff Jackets

Skyah requested that the Board fund staff jackets for those who are new and missed out last time.

Motion: *"That the Board fund 70% of the school jacket cost for new staff"*
Hayley/Thomas
Passed

Policies for Review

The Board reviewed the updated policy for Minimising Physical Restraint, and the new policies for Reducing Student Distress. The Board confirmed that these policies comply with requirements set out by the Education and Training Act 2020.

Gary noted that all Learning Assistants and Support Staff have completed or will soon complete the Training Module 1 "Physical Restraint - Understanding the rules and guidelines".

Motion: *"That the Board delegate Gary to give written authorisation to use physical restraint to any non-teaching staff who have completed the physical restraint training"*
Nigel/Hayley
Passed

The Board reviewed the updated policy for Concerns and Complaints, and the new policies for Reducing Student Distress. The Board confirmed that these policies comply with requirements set out by the Education and Training Act 2020.

In Committee

8:15pm

Motion: *"That the Board move to In Committee"*

Ben/Skaya

Passed

8:20pm

Motion: *"That the Board move to the normal meeting"*

Ben/Skaya

Passed



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Meeting Closed: 8:20pm

Dates of Future Meetings:

Full Board Meeting: Wednesday 14 June at 6pm

Chairperson's Signature:

Date:



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Action Point Register

Action	Date	Member Responsible	Completed
Provide written brief to Teak Construction for exterior work on the whare ako	10/5/23	Ben/Thomas	
Assemble committee to review AIMS Games selection processes and criteria	10/5/23	Gary	