



# Waimauku School

## Minutes of the Waimauku School Board of Trustees Meeting Wednesday 14 February 2024

*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. The Board acknowledged the one year anniversary of Cyclone Gabrielle and shared a karakia for our community.

### **Present**

Gary Pasfield, Hayley Plowman, Skaya Hudson, Nigel Perkins, 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/Nigel  
Passed

### **Matters Arising**

The Board discussed the planned staff kitchen remodel, Gary noted that he had asked staff for ideas/feedback and would meet with Rhys Mellor from LoveKitchens on 19 February to pull together some initial ideas.

### **PTA**

Gary noted that the first PTA meeting of the year was held on 12 February and he was happy to report a number of new parents in attendance. The PTA is in planning mode for Golf Day, organising donations, sponsorship and prizes. Gary informed the Board that the PTA approved the purchase of the new playground equipment at a cost of \$71,437 excl. GST. Playco to install the pieces as and when they are ready. The PTA AGM will be held on 11 March at 6:30pm.

### **Principal's Report**

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

Gary advised that since the report was written the MoE have contacted the school to notify the intended removal of the Portacom classes 29 and 30 once the new build is complete. The Board discussed the implications of this possibility and Gary advised that he will be strenuously appealing this decision.

Gary briefed the Board on upcoming events:

- Art Exhibition in the hall in term 2 to celebrate having the hall back
- Junior Concert at the end of Term 3

The Board discussed the 2023 data from the Kiva survey and Skaya provided teacher perspective on classroom implementation and progress.

### **Whānau Report**

Thomas and Ben agreed to push ahead with plans for the whare ako with Cody Hutchison, involving directional feedback from the whanau group and with a plan to open with a hāngi in Matariki Week.

### **Staff Report**

Skaya noted a good start to the year with an excellent turnout at the goal setting meetings. Staff are now using the latest governmental EOTC forms which are much more comprehensive than previous versions, requiring much mahi from the staff. Skaya thanked Josie Taylor for all the work done around the EOTC changes and the support given to staff.

Skaya noted that staff are looking forward to moving classrooms but queried the latest dates for the move as they coincide with the parent teacher interviews, Gary to review.

**Action:Gary**

### **Financial Report**

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

Nigel briefed the Board on the solar power feasibility work, noting that the 1-3 block is not suitable, the new build unlikely to be suitable but the hall is a possibility.

### *Monthly Reports*

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

Motion:        *"That the monthly management accounts for the year to  
31 December 2023 be accepted"*  
                  Skaya/Ben  
                  Passed

### *2024 Budget*

The Board reviewed the budget, and discussed the capital expenditure. Nigel noted the following points:

- Part of the monorail matting was removed during the new build and Teak are obligated to put it right at completion, however the remaining matting is now not up to code. The school may need to contribute from the cap ex budget.
- The electricity budget is substantially increased this year due to the upgraded transformer and increased rates.

Motion: *"That the 2024 budget with a forecast deficit of \$33,657 be approved"*  
                  Hayley/Skaya  
                  Passed

**General Business**

*AIMS Games*

Nigel made a proposal that a small working group of Board and staff members meet to review the schools AIMS Games framework and look at ways to support staff who are involved in AIMS and spread workloads. Gary agreed to set up a group discussion in mid March.

**Action: Gary**

**In Committee**

8:09pm

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

Ben/Skaya

Passed

8:10pm

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

Nigel/Skaya

Passed

**Meeting Closed: 8:10pm**

**Dates of Future Meetings:**

Full Board Meeting:           Wednesday 20 March at 6pm

Presiding Member's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Action Point Register

Action	Date	Member Responsible	Completed
Proposal and quote for staff kitchen remodel	29/11/23	Gary	