



# Waimauku School

## Minutes of the Waimauku School Board of Trustees Meeting Wednesday 20 March 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 6:10pm

### **Present**

Gary Pasfield, Hayley Plowman, Skaya Hudson, Nigel Perkins, Craig Harrison, Angela Searle

### **Apologies**

Ben Wetini, Thomas Nehemia

### **Approval of Previous BOT Minutes**

Motion: Nigel/Gary  
Passed

### **PTA**

Gary briefed the Board on the PTA AGM, noting a re-election of previous PTA Committee officers. Gary thanked Nigel for his tireless work on golf day and noted that there is good support from the community with plenty of teams signed up and great sponsorship from Barfoot and Thompson. Planning for Greats and Grands is well underway.

### **Principal's Report**

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

### *Open Night*

Gary noted that the Ngauruhoe Team are holding an open night on 11 April from 6-7pm to show parents the diaries and other work from camp.

### *Strategic Plan*

The Board reviewed the 2024/2025 Strategic Plan and the 2024 Annual Plan.

Motion: "That the Strategic Plan and Annual Plan be approved"  
Hayley/Skaya  
Passed

### Attendance

Gary advised the Board that as part of the government's attendance initiatives he will be identifying students who may be at risk of slipping into patterns of unjustified absence. Letters will go home to families where regular unjustified absences are noted and support offered if there are barriers to attendance.

### Staff Report

Skaya noted the excellent relationship building at the recent opening of the Reweti Marae and the generosity of the iwi. PAT testing is underway in an already packed term, with Greats and Grands, Summer Sports and Parent Teacher Interviews still to come.

### 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 February be accepted"*  
Skaya/Craig  
Passed

### Store Room

The Board discussed the proposal for a storage room attached to the hall for storing stackable chairs, trestle tables, gym equipment and the partitions from the hall. The Board agreed that there is an urgent need for safe and dry storage space and agreed that an annex on the SH16 side of the hall is preferable. The Board requested a slight increase in size from the plans to maximise the space and allow for ease of access. Gary agreed to go back to Tiger Building Group for a comprehensive quote on a slightly bigger room. **Action: Gary**

### Staffroom Kitchen

The Board reviewed the kitchen refurbishment proposal. Gary advised that if approved the project could be completed in the holidays.

Motion: *"That the kitchen refurbishment proposal be approved, at a cost of \$47,663 inc GST."*  
Hayley/Craig  
Passed

### General Business

#### AIMS Games

Nigel and Craig briefed the Board on the recent AIMS Games preliminary meeting, where the working group discussed an earlier start to preparation and the qualification framework. It was noted that expressions of interest had been called for and were now being analysed.

### In Committee

7:25pm

Motion: *"That the Board move to In Committee"*  
Nigel/Skaya  
Passed

7:30pm

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

Nigel/Skaya

Passed

**Meeting Closed: 7:30pm**

**Dates of Future Meetings:**

Full Board Meeting:            Wednesday 15 May at 6pm

Presiding Member's Signature: .....

Date: .....

## Action Point Register

Action	Date	Member Responsible	Completed
Quote for larger store room	20/3/24	Gary	