



# WAIMAUKU SCHOOL

OPENING DOORS TO LIFE'S JOURNEY

## Minutes of the Waimauku School Board of Trustees Meeting Wednesday 17 March 2021

*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 which 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, Justine Hall, Nicole Holmes, Craig Harrison, Hayley Plowman, Simon Whitie, Thomas Nehemia, Tony Eastland, Angela Searle

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

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

Nicole, /Justine

Passed

### **PTA**

The annual PTA Golf Day is on tomorrow, with the AGM set for 29 March.

### **Principal's Report**

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

Gary noted that there will be resilience PD for teachers each term, to allow them to work in partnership with the Activ8 programme being run by David Curtis. The board reviewed David's bio and were happy for the programme to continue, and did not require David to present to them (as previously suggested).

Gary discussed the Kaipara Principals' Retreat which was held in Orakei last week, noting that it was very productive with PD on change management and some good discussion around shared experiences and problem solving.

Gary spoke on phonological awareness as mentioned in the report and noted that teachers have been upskilled in phonics and this has been implemented into classrooms. The Board expressed concern at the gaps in knowledge and requested more data so as to pinpoint where to best apply resources in the future. In the short term the Board requested further Learning Assistant hours.

Motion: *"That 20 additional Learning Assistant hours per week be applied explicitly to students*

*identified as requiring support in phonics”*

Hayley/Justine

Passed

The Board reviewed and approved the SchoolDocs Policy for Finance and Property Management and the Policy for Home Learning.

### **Staff Report**

Staff are busy but happy. Request received for ‘flu vaccines for staff.

Motion: *“That influenza vaccinations be offered to all staff ”*

Justine/Thomas

Passed

### **Whānau Report**

Thomas spoke on the importance placed by the hui participants on creating a whare ako (dedicated space for Te Reo, Tikanga Māori etc). The Board sees this as a high priority and when space becomes available would like to set up a Cultural Room which could also be used for French and Spanish. Once the new build is complete there will be a clearer picture of where the school stands with classroom space. The Board requested further feedback from Thomas on what this space could ideally look like.

**Action: Thomas**

The school held a pōwhiri this week to welcome new whānau using a new format which better aligns with local tikanga. Thomas commended the staff and students for their effort and enthusiasm. The Board would like to see some of the kapa haka waiata being sung at full school singing assemblies to increase familiarity.

### **Finance**

The Finance and Audit Subcommittee met last week to review in detail all the financial statements and operational reports. Simon completed the monthly spot audit of supplier invoices and staff reimbursements.

#### *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”*

Gary/Hayley

Passed

Simon noted that donations collected are down on this time last year. Traditionally a phone around is done to all families who haven’t donated but the Board agreed that COVID has placed financial pressure on many families and an email of statements would be more appropriate at this point.

### **Capital Projects**

Simon and Tony met with Nick Bradley and Aspec Construction and agreed to a revised schedule of responsibilities. Simon noted that there is some risk to the arena project around weather and reduced site access, but that the project is due to start on 26 March and finish by 16 July. The Sports Arena Sub-Committee agreed to report back to the Board at each Board meeting and provide a review on progress and finance on capital projects.

### **In Committee**

7:48pm

Motion: *“That the Board move to In Committee”*.

Simon/Justine

Passed

7:51pm

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

Simon/Justine

Passed

Meeting Closed: 7:52pm

**Dates of Future Meetings:**

Full Board Meeting: Wednesday 19 May 2021 at 6pm

Chairperson's Signature: \_\_\_\_\_

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