



WAIMAUKU SCHOOL

OPENING DOORS TO LIFE'S JOURNEY

Minutes of the Waimauku School Board of Trustees Meeting Thursday 21 March 2019

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 7:10pm.

Present

Gary Pasfield, Tony Eastland, Matt Abbott, Matt Roby, Simon Whitie, Bronwyn Owens, Tawera Akehurst, Angela Searle

Guests

Justine Hall

Approval of Previous BOT Minutes

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

Matt R/Simon

Passed

Matters Arising

1. Air conditioning - The Board reviewed the proposed service contract for the air conditioning units. The quote for the wifi controller is expected this week.

"Motion: That the proposal from Central Air Conditioning for the service and maintenance of the air conditioning systems for the amount of \$1080 plus GST every six months be accepted."

Tony/Bronwyn

Passed

2. IT Review - Simon has reviewed the TTS audit report and service proposal. The audit report raised a number of risks that require management, particularly around hardware failure and backups. The MoE recommends migrating from traditional on-premise services to cloud based services and has resources on offer as part of its "Schools Cloud Transformation Project". Simon recommended using a cloud based service as a primary with hardware as a secondary to mitigate the risks raised. Simon and Gary will draft a specification outline to enable two quotes to be obtained, to cover due diligence, aiming to have it ready by the next board meeting. **Action: Simon/Gary**
3. Septic - The Board reviewed the response from Sandy Ormiston regarding alternative treated effluent land disposal methods. The shallow pressurised dispersal system

appears to be an option but we need to confirm the existing WWTP is achieving the standard of 10:10 Biochemical Oxygen Demand: Suspended solids g/m³.

"Motion: That the system testing recommended by Sandy Ormiston be undertaken".

Tony/Simon

Passed

4. Cyber safety agreement - The Board agreed to review the student cybersafety and internet use agreement and provide comment by the next meeting. **Action: Board**
5. Back court rejuvenation - The indicative rate received for Laykold surfacing on the back court is \$50+GST per m², and between \$45 and \$50 for Tiger Turf. The Board requested that Gary provide quotes for the sunshade and hoops etc and Tony investigate the site to consider what steps will be needed to provide a suitable base for the concrete. **Action: Gary/Tony**
6. Roll increases - Sandra Orr from the MoE was unable to attend the meeting but has undertaken to attend the May meeting. The Board requested a position statement of key facts and figures and a list of questions for this meeting, Gary to draft and circulate to the members for comment. **Action: Gary**

Parent Teacher Association

The minutes of the previous meeting and the AGM were issued to board members. Thank you to our outgoing PTA for all you have achieved for the school and welcome to our new members. The first function for the new PTA will be the Fun Run, followed by a disco on 17 May.

Principal's Report

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

- Board of Trustees Report at a Glance

- Roll is 734.
- Welcome to our new learning assistants Ellen Moore and Shanae Lewis.

- Stewardship

- Our thoughts and prayers go out to the Muslim community and the people of Christchurch. We have as a staff discussed how we can support our students during this time.
- Phonological awareness testing has been conducted across the school in the last few weeks. The skill which scored the lowest across all year groups was Isolating Sounds, strategies are being formulated to improve these scores.
- Thank you to all the teachers involved in the various swimming sports. Our school achieved very highly at the Kaipara competition, in particular the Year 8 girls. The North West competition will be held on 27 March.
- Thank you to Mr Roby and Mr Stenning for organising our touch teams in the final competition, our school did extremely well with wins across multiple divisions.

Board Assurance

- The School Charter review comments have been incorporated and the charter submitted along with the analysis of variance to the MoE.
- The Paid Union Meetings have been cancelled in light of the events in Christchurch, with the vote to be conducted online.
- Gary will be attending a "Schooling Futures" consultation on 28 March and our association will be submitting a submission on the proposed changes.

Succession Planning

The school is registered for the board elections and is waiting for NZSTA to update advertising material.

Property

- The backfield drainage project is complete. Excess metal from the project has been spread on the bottom car park to temporarily fill the potholes.
- The new basketball hoop has been installed and installation of the new playground equipment is underway, thank you to the PTA.

- Leadership for Equity and Excellent

- Staff have attended a number of staff meetings including mathematics and relation based learning
- PD has been undertaken in digital technologies. Thank you to Miss Hill and Mrs Voice for taking the lead in this.
- Gary attended the Kaipara Principals Conference last week, it was very beneficial to meet as a group.
- Teacher coaches have been buddied up as part our our ongoing teacher capability development.

- Connections and Relationships

- A successful Hui was held, thank you to Tawera for chairing this meeting. Tawera reported that positive progress has been made towards a marae visit and Te Tiriti o Waitangi workshop.

- Responsive Curriculum, Effective Teaching and Opportunity to Learn

- Selected teachers have started their relation based learning coaching. There will be another session in term two, after which they will become accredited to visit classes to support teachers in their RBL journey.

- Professional Capability and Collective Capacity

- 118 chromebooks have been leased resulting in each class from Y3-4 having eight chromebooks and 6 for our special needs students. Teachers have expressed their thanks.
- Mrs Purchase will be attending the Literary Conference later in the year.
- Several staff attended Jill Eagleton's literacy course. Mrs Voice and Miss Hill will be attending a Boys Literacy course and our beginning teachers are attending a series of workshops through "Tools for Teachers".

- Evaluation, Inquiry and Knowledge Building for Improvement and Innovation

- Our Kahui Ako is up and running and the strategic plan for the year has been approved.
- Workshops have been held for our WSL leads.
- An AP/DP meeting will be scheduled for week one of next term to look at assessment and reporting across the COL.

Staff Report

- The property officer has raised concern over the amount of money and time spent replacing paper towels in the bathrooms. The Board did not see an alternative for the student bathrooms but would consider a trial of a hand dryer in the ladies bathroom if costings were provided.

Finance

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

Motion: *"That the reports for February be accepted"*

Simon/Matt A

Passed

General Business

- The Board discussed an end of term social gathering, Tony to arrange a dinner for members and their partners. Action: Tony

In Committee

8:40pm

Motion: *"The board moved to In Committee"*.

Tony/Simon

Passed

8:41pm

Motion: *"The board moved to the normal meeting"*.

Tony/Simon

Passed

Dates of Future Meetings:

Full Board Meeting:

7pm, Thursday 16 May 2019

Parent Teacher Association:

9am, Monday 8 April 2019

Closing of Meeting: 8:42pm

Chairperson's Signature: _____

Date: _____