

WHENUAPAI SCHOOL
Board of Trustees Meeting Minutes (Public)
Wednesday 23 September 2020



Present: Michael Farac, Raewyn Matthys-Morris, Greg Berry, Mike Leonard, James Hutchins, Jane McLean and Tineke Joustra (via Zoom).

Apologies: Ivan Millan

In attendance (with speaking rights): Molly Fletcher

In attendance (without speaking rights): Nil

Meeting opened at: 6pm

Declarations of Interest: Nil

The Board Chair welcomed everyone present at the BOT Meeting.

(1.0) ADMINISTRATION

(1.4) Confirmation of Minutes:

- Whenuapai School Board of Trustees Public Minutes dated 19 August 2020.
4.2 to be amended. Michael motioned that the Proposal for the rezoning of the overlap with Hobsonville primary be accepted, (seconded by Jane) once community consultation has taken place. The community consultation will be after this.

Moved: Chair moved that the public minutes dated 19 August 2020 are accepted as a true and correct record.

Seconded: Greg

Carried: Unanimously.

(1.5) Action Items, Amendments, Acceptance

- Next BOT meeting Team leaders to present with updated data.

The Board discussed the Principal's Report.

(2.1) Decisions and Motions:

- Nil

(2.2) Discussions

(2.2.1) Update on HERO roll out

- Molly shared an update of where we are at with Hero. All parents are invited today to enrol and communication will slowly merge to the HERO system only by Term 4.

(2.2.2) 2021 Staffing

- We have been funded on 466. Once we go over 466, we are able to contact the MOE to ask for more staffing. We are developing a budget based on 466. We will have 20 classes with straight Year 1,2,3 and 4 classes. We have 20 new entrants starting in Term 4. Two staff members are undecided as to where they would like to be in 2021.

(2.2.3) 2021 Operations Grant

- Discussed - no additional questions.

(2.2.4) ERO Meeting - Covid-19 Discussion

- Raewyn and Team Leaders met with ERO via zoom to discuss what we have been doing. They spoke about the impacts on behaviour and wellbeing since the second lockdown. Four applications have been applied for in regards to the extra funding to support various students.

(2.2.5) Year 7/8 Open Days

- These will be in Term 4 now due to the refurbishments and the delayed order of furniture.

Moved by: Jane

Seconded by: Greg

Carried: Unanimously

(2.3) Monitoring

(2.3.1) Health and Safety / Property

- Non compliant screws were used to hold up the heater in the LSC office. All other heaters on ceilings need to be checked.
- The outside, toilets and Room 3&4 will be completed in these school holidays.
- Stacey has said that the assessment people will be here in the school break. Raewyn to ask Kerry about the implications of the MOE having our two board owned rooms.
- The turf is being completed in the holidays. Raewyn to follow up with Colin and Ian to make sure the regulations are accurate.

(2.3.2) Monthly Financial Reports

- James discussed key items
- Useful life of assets 2020 has been tabled and the motion is that the BOT accept this as prepared by Leading Edge.

Seconded: James

(3.0) DECISIONS

(3.1) Nil

(4.0) DISCUSSIONS

(4.1) 5YA Refurbishment Update

- Rooms 1 and 2 are open, toilets and Rooms 3 & 4 to be completed in the holidays.
- Turf and fence also completed in the holidays.
- Disability access has gone to tender.
- Michael to follow up with Colin in regards to demolition on the outdoor stage, pergola and storage sheds.
- Property committee to meet and set the priorities. By the next BOT meeting we should have some costs to make a plan.

(4.2) School Zone Amendment Consultation

- Ad placed in North Harbour News
- Digital letters sent to surrounding schools.
- Submissions of feedback close on 03 October 2020.
- Raewyn, Jo and Michael will reply to the correspondence.

(5.0) STRATEGIC PLANNING

(5.1) Strategic Goals Update

- Documents uploaded for review. No additional questions.

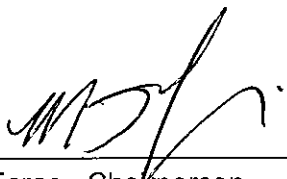
(6.0) ADMINISTRATION/CORRESPONDENCE

(6.1) WSBOT Emails (Inbox): Discussed

(6.2) WSBOT Emails (Outbox): Discussed

Public meeting closed at: 7:20pm.

These minutes are a true and correct record of the Whenuapai School Board of Trustees public meeting held on Wednesday, 23 September 2020.

Signed:  _____ Dated: 16/12/20 .

Michael Farac - Chairperson
Whenuapai School Board of Trustees

BOARD ACTION ITEMS

ACTION ITEM	DATE TO BE ACTIONED	PERSON TO ACTION	STATUS
DP to work with LSC to find local support to help with funding	17 June 2020	Molly	On-going
Zoning - Consultation with families	17 June 2020	Raewyn	Pending Closes 03Oct20
Work on Terms of Reference for Policy Framework	19 Aug 2020	Chair/James	On-going
Team Leaders to present their reports	23 Sept 2020	Team Leaders	Pending
LSC to present her report	23 Sept 2020	LSC	Pending
HERO - Parent Data	23 Sept 2020	Molly	Pending
Sub-committee Minutes - Shared	On-going	Sub-Committees	On-going
Confirm timeframes for deciding on extra 5YA money to be spent. Develop needs list. Explore options.	23 Sept 2020	Michael/Raewyn Board Members	Pending
Review of PTA funding and the impact on school budgeting	13 May 2020	James	Completed
Access Risk Assessment from Property Consultant (Colin Tucker) re mural wall and uneven concrete	17 June 2020	Raewyn	Completed
Information provided on HERO.	19 August 2020	Raewyn/Molly	Completed
BOT Meeting dates to be updated on website	ASAP	Raewyn	Completed
Provide additional information on the Sick Bay report.	19 August 2020	Raewyn	Completed

2020 KEY DATES FOR BOARD MEMBERS (SCHOOL EVENTS)

DATE	TIME	EVENT
28 October 2020	5.30 - 7.30pm	School Hui
12 November 2020	6.00pm for 6.30pm start TBC	Combined BOT Meeting HPSS (Library)
04 December 2020	10.30 - 11.30am	Principal's M/Tea