

Wainui School Board of Trustees
Minutes of the Meeting held on 27th February 2019
at 6.44pm in the School Staffroom

1.0 Attendance

Attendees	N Phillips (Acting Chair), G Bray, J Irvine, N Browne (arrived at 7.10pm), B Robinson, T Woodcock, M Ludwig (Secretary).
Apologies	D Gilpin
In Attendance	M Claes Lodge (arrived at 6.44pm and left at 7.08pm).
Conflicts of Interest	No new conflicts of interest.

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0	Welcome		
	Miriam Claes Lodge	Miriam Claes Lodge presented the Meditation/ Quiet time proposal.	G Bray & N Phillips: Write a letter of reply to M & D Lodge.
	BOT Positions	B Robinson moved that all members remain in their current roles. <i>Moved: B Robinson; Seconded: N Phillips; Passed unanimously.</i>	
2.0	Minutes	The minutes were taken as read. The following topics were raised: <i>Moved: N Browne; Seconded: T Woodcock; Passed unanimously.</i>	
3.0	Correspondence	Refer Correspondence Register.	
3.01	Inward Correspondence	Correspondence was taken as read. Motion to approve W Taylor's leave. General discussion on the Tomorrow's Schools report.	G Bray: Circulate the submission to the Tomorrow's School to the Board.
3.02	Outward Correspondence	<i>Correspondence was Moved: T Woodcock; Seconded: N Phillips; Passed unanimously.</i>	G Bray & D Gilpin: Review the Carey Camp documentation.
4.0	Property		
4.01	Property Report	N Phillips presented the Property Report. General discussion on the Property Report.	J Irvine: Rope off the roundabout at school pick up time.
4.02	5YA/10P Project Management	<i>Moved: N Phillips; Seconded: T Woodcock; Passed unanimously.</i>	N Phillips: Obtain costs for the various elements of the Landscape Plan.
5.0	Policies & Procedures		
5.01	2019 School Docs annual review schedule	Look at the link to the School Docs annual review schedule.	All: Review the link to the School Docs annual review schedule.
5.02	Draft Charter and targets	G Bray presented the Draft Charter and the Reading, Writing and Maths Improvement Plans. Motion to ratify the Draft Charter. <i>Moved: N Phillips; Seconded: N Browne; Passed unanimously.</i>	
6.0	Health & Safety		
6.01	Health & Safety Report	J Irvine presented the Health & Safety Report. <i>Moved: J Irvine; Seconded: N Phillips; Passed unanimously.</i>	G Bray: Inform the neighbours walking to and from school about the Board's concern with their safety.
7.0	Finance		
7.01	Finance Report	T Woodcock presented the Finance Report. General discussion on the Finance Report.	
7.02	Draft Budget 2019	Motion to ratify the Draft Budget. <i>Draft Budget Moved: B Robinson; Seconded: J Irvine; Passed unanimously.</i>	

7.03	Wishlist 2019	General discussion on the Wishlist. <i>Finance Report Moved: T Woodcock; Seconded: B Robinson; Passed unanimously.</i>	
8.0	Principal's Report		
8.01	Principal's Report Dashboard Indicators	G Bray presented the Principal's Report. General discussion on the Principal's Report. See Dashboard Indicators. <i>Moved: G Bray; Seconded: N Phillips; Passed unanimously.</i>	
9.0	Community		
9.01	Sister School relationship with Hatsushiba Ritsumeikan	General discussion on the sister school relationship proposal.	
9.02	FOWS Report	General discussion on the Community Report. <i>Community Report Moved: N Browne; Seconded: T Woodcock; Passed unanimously.</i>	G Bray: Add the link to the Kelly Club survey to the newsletter.
10.0	BOT Matters		
10.01	Principal Appraisal	General discussion on the Principal Appraisal.	B Robinson: Will present the Principal Appraisal at the next Board meeting.
10.02	Delegations	General discussion on the Delegations. <i>Moved: D; Seconded: B Robinson; Passed unanimously.</i>	M Ludwig: Circulate the draft delegations from 2018.
11.0	Other		

Meeting was closed at 9.54pm.
Next meeting 27th March 2019.