

Wainui School Board of Trustees
Minutes of the Meeting held on 6th November 2018
at 6.30pm in the School Staffroom

1.0 Attendance

Attendees	D Gilpin (Chair), N Phillips, G Bray, J Irvine, N Browne, B Robinson, M Ludwig (Secretary).
Apologies	T Woodcock.
In Attendance	A Pellow (MOE Projects Delivery Manager), G Irvine (MOE Property Advisor) (left at 7.20pm).
Conflicts of Interest	No new conflicts of interest.

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0	Welcome A Pellow and G Irvine, MOE Property	A Pellow and G Irvine presented the update of the Property Project. The MOE believes that in the short term (5-10 years), Wainui School will experience roll growth. May need another 2-3 classrooms. The relocatable classrooms can still be invested in as they will be around for 5-10 years. B Robinson requested a timeline, predicted roll over the next 5 years and to have the MOE's property plan in writing. Our existing Demand Analysis plan predicted the roll in 2018 would be 395 on low side and 430 on the high side with a roll of 330 at the end of the year. Discussed where the next 2-3 classroom development could be. MOE said to assume we are going to keep all current classrooms and consider where 2-3 new classrooms could go.	All: Report back to the MOE re Stage 2 classroom development first and second choices by the next Board meeting. MOE: Report back on the timeline for the new 3 classrooms. Request an updated Demand Analysis. G Irvine (MOE): Send the MOE's definition of a "rural school".
2.0	Minutes	The minutes were taken as read. The following topics were raised: <i>Moved: N Browne; Seconded: B Robinson; Passed unanimously.</i>	L Stevenson: Report on Garden to Table at the next Board Meeting.
3.0	Correspondence	Refer Correspondence Register.	
3.01	Inward Correspondence	Correspondence was taken as read.	G Bray: Add BOT Elections 2019 as an Agenda item for the next meeting.
3.02	Outward Correspondence	<i>Correspondence was Moved: B Robinson; Seconded: N Phillips; Passed unanimously.</i>	
4.0	Policies & Procedures		
4.01	Harassment	General discussion on the Harassment Policy.	All: Review these 3 policies to be approved at the next Board meeting.
4.02	Religious Instruction	General discussion on Religious Instruction.	
4.03	Improving Educational Outcomes for Maori Students	General discussion on the Improving Educational Outcomes for Maori Students.	G Bray & J Irvine: Discuss the policies with the staff.
5.0	Curriculum		
5.01	Goal 2 Innovations – Garden to Table report back	L Stevenson to present the Garden to Table report at the next Board meeting.	
6.0	Principal's Report		
6.01	Principal's Report	G Bray presented the Principal's Report. General discussion on the Principal's Report. Motion to spend the extra fundraising on capital items. <i>Moved: B Robinson; Seconded: N Browne; Passed unanimously.</i>	D Gilpin: Invite Paul Rogers from Establish to the next Board meeting. G Bray: Find out further background information on the proposed Chinese International students group and email to the Board.
6.02	Dashboard Indicators	See Dashboard Indicators.	
6.03	NZPF Conference report back	General discussion on the NZPF Conference.	
6.04	Report – Staffing, directions etc, attendance	Decision to only provide an on-line newsletter.	M Ludwig: Send out letter regarding the Strike Day stating that the school is closed for instruction and if the numbers aren't too high we may be able to provide supervision. G Bray: To appoint a support person in the

			<p>school for updating facebook.</p> <p>M Ludwig: Transfer the grant funds for the Artificial Turf into the capital items.</p> <p><i>Moved: N Browne; Seconded: N Phillips; Passed unanimously.</i></p>
7.0	Property		
7.01	Property Report	<p>N Phillips presented the Property Report. General discussion on the Property Report.</p> <p>Decision to open the pool over the summer and hire out pool keys for \$65.00 per key.</p> <p><i>Moved: D Gilpin; Seconded: N Browne; Passed unanimously.</i></p>	<p>G Bray: Talk to S Tucker about a plaque for the donated pool cover.</p>
8.0	Health & Safety		
8.01	Health & Safety Report	<p>J Irvine presented the Health & Safety Report.</p> <p><i>Moved: B Robinson; Seconded: D Gilpin; Passed unanimously.</i></p>	<p>G Bray: Inform the contractors who are felling the tree next to the court in writing, that branches are not to be dropped on the court.</p>
9.0	Finance		
9.01	Finance Report	Discussed in Principal's Report.	
10.0	Community		
10.01	FOWS Report	<p>N Browne presented the Community Report. General discussion on the Community Report.</p> <p><i>Community Report Moved: N Phillips; Seconded: J Irvine; Passed unanimously.</i></p>	
11.0	BOT Matters		
11.01		None for this meeting.	

Meeting was closed at 9.32pm.
 Next meeting is Tuesday 27th November.