

Wainui School Board of Trustees
Minutes of the Meeting held on 4th August 2020
at 6.39pm in the Staffroom

1.0 Attendance

Attendees	N Phillips (Chair), G Bray, J Irvine, L Ledger (arrived at 7.00pm), N Browne, C Scott, M Ludwig (Secretary).
Apologies	P Adlam
In Attendance	None
Conflicts of Interest	None

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0	Welcome		
2.0	Minutes	The minutes were taken as read. The following topics were raised: <i>Moved: J Irvine; Seconded: N Browne; Passed unanimously.</i>	N Phillips & N Browne: Write to the MOE and MPs about supporting our students with needs. N Browne: Put together the Business Directory.
3.0	Correspondence	Refer Correspondence Register.	All: Email your RSVP to the Powhiri on 15 th September to M Ludwig. J Irvine: Email Mark Ralston in regards to the protocols for the Powhiri.
3.01	Inward Correspondence		
3.02	Outward Correspondence	<i>Correspondence was Moved: N Phillips; Seconded: C Scott; Passed unanimously.</i>	
4.0	Curriculum		
4.01	Mid-Year Annual Improvement Plan Review Goal 1	General discussion on Mid-Year Annual Improvement Plan Review.	J Irvine: Present the year 8 Graduate Profile at the next meeting.
5.0	Finance		
5.01	Finance Report	L Ledger presented the Finance Report. General discussion on the Finance Report. <i>Finance Report Moved: L Ledger; Seconded: C Scott; Passed unanimously.</i>	
6.0	Property		
6.01	Property Report	The Property Report was taken as read. General discussion on the Property Report. Motion to approve the quote for the Proposed site works to Wainui School No.1, Job #'s 1,2 & 3 and the quote for Site establishments addressed to Wainui School Committee No.2, numbers 1 & 2. <i>Motion Moved: N Phillips; Seconded: J Irvine; Passed unanimously. L Ledger abstained from the vote.</i>	M Ludwig: Check that the School House firebox was checked when the chimney was swept. P Adlam & C Scott: Investigate further quotes for Job #4 on quote No.1, removal of the large tree. P Adlam: Investigate resurfacing the field in front of the School House. G Bray: Investigate updating the school kitchen. P Adlam & G Bray: Present the approved quotes to N Bradley. <i>Property Report Moved: N Phillips; Seconded: N Browne; Passed unanimously.</i>

7.0	Principal's Report		
7.01	Principal's Report	G Bray presented the Principal's Report. General discussion on the Principal's Report. Motion to approve the rescheduled Teacher Only Days on Friday 18 th September and hold Learning Conversations and Tuesday 15 th December 2020. <i>Motion Moved: G Bray; Seconded: N Phillips; Passed unanimously.</i>	
7.02	Dashboard Indicators	See Dashboard Indicators. <i>Report Moved: G Bray; Seconded: L Ledger; Passed unanimously.</i>	
8.0	Community		
8.01	FOWS Report	N Browne presented the Community Report. General discussion on the Community Report. <i>Report Moved: N Browne; Seconded: N Phillips; Passed unanimously.</i>	G Bray: Add the wishlist on the next Agenda to re-prioritise.
9.0	Health & Safety		
9.01	Health & Safety Report	J Irvine presented the Health & Safety Report. <i>Moved: J Irvine; Seconded: L Ledger; Passed unanimously.</i>	J Irvine: Price up plastic bollards.
10.0	Policies & Procedures		
10.01	Documentation and Self Review T2	No discussion at this meeting.	All: Review the T2 & T3 policies on the School Docs website. G Bray & J Irvine: Discuss the Learning Support and Child Protection policies with senior management.
10.02	Documentation and Self Review T3	General discussion on the policies.	
11.0	BOT Matters		
11.01	Kahui Ako Lead Principal Appointment Panel Representative	General discussion on the Kahui Ako lead Principal Appointment Panel representative. N Phillips will be the representative.	
12.0	Other	None discussed at this meeting.	

Meeting was closed at 9.58pm.
Next meeting 1st September 2020.