

Wainui School Board of Trustees
Minutes of the Meeting held on 20th October 2020
at 6.50pm in the Staffroom

1.0 Attendance

Attendees	N Phillips (Chair), G Bray, J Irvine, L Ledger, P Adlam, M Ludwig (Secretary).
Apologies	
In Attendance	N Browne, C Scott.
Conflicts of Interest	L Ledger - one of the quotes received for the curtain tracks is a family contact.

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: L Ledger; Seconded: P Adlam; Passed unanimously.</i>	N Browne: Organise a representative from EAP Services to meet with the Board.
3.0	Correspondence	Refer Correspondence Register.	
3.01	Inward Correspondence	Motion to approve in principle the letter received from A Goodyer. <i>Motion Moved: G Bray; Seconded: P Adlam; Passed unanimously.</i> Late Correspondence: G Bray was sent a book "New Zealand's Education Delusion by the New Zealand Initiative.	A Hill: Ask Hockey coaches to contact the parents about writing to the NHHA in regards to the Hockey Fees refund. G Bray: Reply letter to A Goodyer.
3.02	Outward Correspondence	<i>Correspondence was Moved: N Phillips; Seconded: L Ledger; Passed unanimously.</i>	
4.0	Curriculum		
4.01	Plans and focus term 4 including EOTC	J Irvine outlined the plans for term 4 including EOTC for year 5/6 and year 7/8.	
5.0	Finance		
5.01	Finance Report	L Ledger presented the Finance Report. General discussion on the Finance Report. Motion to approve quote from Janine for the hall curtain tracks. <i>Motion Moved: P Adlam; Seconded: N Phillips; Passed unanimously.</i>	
5.02	Wishlist 2021	<i>Finance Report Moved: L Ledger; Seconded: J Irvine; Passed unanimously.</i>	G Bray & L Ledger: Send existing Wishlist to L Ledger to update the new Wishlist.
6.0	Property		
6.01	Property Report	P Adlam presented the Property Report. General discussion on the Property Report. Due to the number of works going on around the school and the water situation, the pool will aim to be opened to the community at the beginning of the 2021 school year. <i>Property Report Moved: P Adlam; Seconded: L Ledger; Passed unanimously.</i>	G Bray: Obtain another quote for re-roofing the Tech Shed. G Bray: Contact Garden to Table to see if they support the kitchen refurbishment. G Bray: Ask Pumps Online to look at the pump house. G Bray: Obtain another quote and references for painting.

7.0	Principal's Report		
7.01	Principal's Report	<p>G Bray presented the Principal's Report. General discussion on the Principal's Report.</p> <p>A gift for retiring staff member is approved as per the Gift Policy.</p> <p>Propose the Strategic Planning Day is Wednesday 3rd February 2021.</p> <p>Went "Into Committee" at 9.05pm. Out of "In Committee" at 9.42pm.</p> <p>Propose that N Browne be on the Appointments Committee.</p>	<p>M Ludwig: Circulate the budget for Staff & BOT Xmas to the Board for approval.</p> <p>G Bray, N Browne & N Phillips: Meet to discuss the conversation questions for the Strategic Planning Day.</p> <p>G Bray: Circulate letter to staff about the Kahui Ako Lead Principal position now being open to joint experienced senior leaders.</p> <p>G Bray: Arrange a later time for S Myers to carry out interviews with staff.</p>
7.02	Dashboard Indicators	<p>See Dashboard Indicators.</p> <p><i>Report Moved: G Bray; Seconded: L Ledger; Passed unanimously.</i></p>	
8.0	Community		
8.01	FOWS Report	No Community Report at this meeting.	
9.0	Health & Safety		
9.01	Health & Safety Report	<p>J Irvine presented the Health & Safety Report. General discussion</p> <p><i>Moved: J Irvine; Seconded: P Adlam; Passed unanimously.</i></p>	P Adlam: Contact N Bradley about the leaking roof that is yet to be repaired.
10.0	Policies & Procedures and Assurance Statements		
10.01	Term 4	General discussion on the policies.	G Bray & J Irvine: Discuss the policies with the staff.
11.0	BOT Matters		
11.01	Principal appraisal	Discussed in the Principal's Report.	
11.02	3 year Strategic Planning Day	Discussed in the Principal's Report.	
12.0	Other	None discussed at this meeting.	

Meeting was closed at 9.19pm.
Next meeting 17th November 2020.