

Wainui School Board of Trustees
Minutes of the Meeting held on 17th November 2020
at 6.30pm in the Staffroom

1.0 Attendance

Attendees	N Phillips (Chair), G Bray, J Irvine, N Browne, L Ledger, P Adlam, C Scott, M Ludwig (Secretary).
Apologies	
In Attendance	S Blackburn, L Stevenson, W Taylor (all left at 7.40pm).
Conflicts of Interest	

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: N Phillips; Passed unanimously.</i>	
3.0	Correspondence	Refer Correspondence Register.	
3.01	Inward Correspondence		
3.02	Outward Correspondence	<i>Correspondence was Moved: J Irvine; Seconded: P Adlam; Passed unanimously.</i>	
4.0	Curriculum		
4.01	Reports – PB4L, SENCO, Garden to Table, Kahui Ako	J Irvine presented the PB4L Report. W Taylor presented the SENCO Report. S Blackburn presented the Kahui Ako Across Leaders Report. L Stevenson presented the Kahui Ako Within School Report and the Garden to Table Report. General discussion on all reports. Went “Into Committee” at 7.40pm. Out of “In Committee” at 8.50pm.	
5.0	Finance		
5.01	Finance Report	L Ledger presented the Finance Report. General discussion on the Finance Report.	
5.02	Wishlist 2021	<i>Finance Report Moved: L Ledger; Seconded: C Scott; Passed unanimously.</i>	L Ledger: Will combine the existing wishlist items and new items into one document and circulate.
6.0	Property		
6.01	Property Report	P Adlam presented the Property Report. General discussion on the Property Report. Motion to approve water pump quote from The Pump Warehouse. <i>Motion Moved: P Adlam; Seconded: L Ledger; Passed unanimously.</i>	G Bray: Discuss the painting quotes and timeframe with the contractors.
6.02	New building timeframe	Due to be completed on 14 th December 2020. <i>Property Report Moved: P Adlam; Seconded: J Irvine; 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. N Browne outlined the Appointment Process. Went "Into Committee" at 9.52pm. Out of "In Committee" at 10.00pm. Discussed the change of date for the Strategic Planning Day to Thursday 4 th February 2021.	N Phillips: Ask S Myers if he could submit the report prior to the next Board meeting.
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. Decided to book one week of swimming lessons the week of 15 March 2021 for years 5-8. <i>Moved: N Browne; Seconded: P Adlam; Passed unanimously.</i>	G Bray: Talk to Silverdale School about how they run their external swimming programme in regards to transport.
9.0	Health & Safety		
9.01	Health & Safety Report	J Irvine presented the Health & Safety Report. General discussion on the Health & Safety Report. <i>Moved: J Irvine; Seconded: N Browne; Passed unanimously.</i>	
10.0	Policies & Procedures and Assurance Statements		
10.01		No discussion at this meeting.	
11.0	BOT Matters		
11.01	Principal appraisal	Discussed in the Principal's Report.	
11.02	School Donation	School Donation level to be kept the same as in 2020.	
11.03	IEA		
11.04	Workshops		
12.0	Other	None discussed at this meeting.	

Meeting was closed at 10.42pm.
Next meeting 8th December 2020.