

Wainui School Board
Minutes of the Meeting held on 15th March 2022
at 6.36pm via ZOOM online

1.0 Attendance

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

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0 1.01	Welcome		
2.0	Minutes	<p>The minutes were taken as read.</p> <p>The following topics were raised:</p> <p><i>Minutes Moved: N Browne; Seconded: N Phillips; Passed unanimously.</i></p>	<p>G Bray: Ask for feedback from the school community on the Religious instruction and Maori Educations Success policies via the Newsletter.</p> <p>G Bray: Talk to Carey Park about the deposit paid.</p> <p>G Bray: Rework the Code of Conduct and send to the Bus company.</p>
3.0 3.01 3.02	Correspondence Inward Correspondence Outward Correspondence	<p>Refer Correspondence Register.</p> <p>Went Into "In Committee" at 6.52pm. Out of "In Committee" at 7.02pm.</p> <p><i>Correspondence Moved: N Phillips; Seconded: N Phillips; Passed unanimously.</i></p>	
4.0 4.01	Policies & Procedures	<p>General discussion about School Docs and all the policies and procedures to be reviewed.</p>	<p>M Ludwig: Circulate the Admin login for School Docs to the Board.</p> <p>All: Review the Term One Policies & Procedures.</p> <p>N Browne: Add the Policies & Procedures to be reviewed by parents to the website.</p>
5.0 5.01 5.02	Finance Finance Report Budget Approval	<p>The Finance Report was tabled as read. General discussion on the Finance Report.</p> <p>General discussion on the Draft Budget 2022.</p>	<p>M Ludwig: Add the new PB4L funding and class requisites for another class should we need it, to the budget.</p> <p>M Ludwig: Ask Education Services how we bring in the unspent money for the Junior Playground from 2021 forward to 2022.</p> <p>G Bray: Consult with L Ledger about creating another budget to cover a special fund as per the Community Report.</p>

		<p>Motion to approve the Draft Budget for 2022 subject to the additions to be added.</p> <p><i>Motion Moved: G Bray; Seconded: N Browne; Passed unanimously.</i></p> <p><i>Finance Report Moved: G Bray; Seconded: P Adlam; Passed unanimously.</i></p>	
6.0	Property		
6.01	Property Report	<p>P Adlam presented the Property Report. General discussion on the Property Report.</p> <p><i>Report Moved: P Adlam; Seconded: C Scott; Passed unanimously.</i></p>	
7.0	Principal's Report		
7.01	Principal's Report	G Bray presented the Principal's Report. General discussion on the Principal's Report.	G Bray: Update the Charter and circulate to the Board.
7.02	Dashboard Indicators	<p>See Dashboard Indicators.</p> <p><i>Report Moved: G Bray; Seconded: N Browne; Passed unanimously.</i></p>	
8.0	Health & Safety		
8.01	Health & Safety Report	<p>The Health & Safety Report was tabled as read. General discussion on the Health & Safety Report.</p> <p><i>Report Moved: P Adlam; Seconded: N Phillips; Passed unanimously.</i></p>	
9.0	Curriculum		
9.01	Target	General discussion on the Target which is in the Charter.	
10.0	Community		
10.02	Community Report	<p>N Browne presented the Community Report. General discussion on the Community Report and the Sponsorship Documents.</p> <p><i>Report Moved: N Browne; Seconded: C Scott; Passed unanimously.</i></p>	<p>G Bray: Circulate the Wishlist for 2022.</p> <p>N Browne: Carry out further work on the Sponsorship Document and present at next Board meeting.</p> <p>G Bray: Enquire with school parent about formatting the Sponsorship Documents to be in keeping with other school documents.</p> <p>M Ludwig: Contact those with outstanding boxes from the Chocolate Fundraiser 2021.</p> <p>N Browne: Pass on the Board's thanks to the FOWs for the fundraising in 2021.</p> <p>N Browne: Send the link to the Safer Speeds around Schools to G Bray to include in the newsletter.</p> <p>G Bray: Send Junior Playground plans and costings to N Browne.</p> <p>M Ludwig: Revisit the School App.</p>

11.0	BOT Matters		
11.01	PD	General discussion on the Te Tiriti o Waitangi workshop, part 1.	M Ludwig: Distribute the email on the Te Tiriti o Waitangi workshop, part 1.
11.02	Triennial School Board Elections 2022	<p>Motion to appoint M Ludwig as the Returning Officer for the Triennial School Board Elections for 2022.</p> <p><i>Motion Moved: N Phillips; Seconded: P Adlam; Passed unanimously.</i></p> <p>Motion to set the Election Day for the Triennial School Board Elections for 2022 as Wednesday 7th September 2022.</p> <p><i>Motion Moved: N Phillips; Seconded: N Browne; Passed unanimously.</i></p>	<p>All: Come prepared to the next Board meeting with the skills each member brings to the Board.</p> <p>M Ludwig: Distribute the updated Board Code of Conduct to the Board.</p> <p>All: Review the new Board Code of Conduct, sign it and return to the Board Secretary.</p>
12.0	Other		

Meeting was closed at 8.17pm.
Next meeting 5th April 2022.