

Wainui School Board of Trustees
Minutes of the Meeting held on 26th October 2021
at 6.30pm via ZOOM online

1.0 Attendance

Attendees	N Phillips (Chair), G Bray, J Irvine, N Browne (joined at 6.46pm), L Ledger, P Adlam, M Ludwig (Secretary).
Apologies	C Scott
In Attendance	
Conflicts of Interest	None

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0 1.01	Welcome		
2.0	Minutes	The minutes were taken as read. The following topics were raised: <i>Minutes Moved: J Irvine; Seconded: L Ledger Scott; Passed unanimously.</i>	N Browne: Liaise with Forest School to obtain their Health & Safety and Insurance policies. Amend the Memorandum of Understanding as discussed.
3.0 3.01 3.02	Correspondence Inward Correspondence Outward Correspondence	Refer Correspondence Register. Approval of Letter from A Hill requesting a further year's unpaid leave was granted by all members present. <i>Correspondence Moved: N Phillips; Seconded: P Adlam; Passed unanimously.</i>	
4.0 4.01	Curriculum PD Report Digital Curriculum	General discussion on the PD Report Digital Curriculum.	
5.0 5.01 5.02	Finance Finance Report Wishlist 2022	L Ledger presented the Finance Report. General discussion on the Finance Report. <i>Report Moved: L Ledger; Seconded: P Adlam; Passed unanimously</i>	G Bray: Forward the Carey Camp contract to L Ledger & N Browne. All: Bring ideas for the Wishlist 2022 to the next meeting.
6.0 6.01	Property Property Report	P Adlam presented the Property Report. General discussion on the Property Report. Motion to approve the grant application to Mitre 10 for \$10,000 towards the Junior Playground. <i>Motion Moved: P Adlam; Seconded: N Phillips; Passed unanimously.</i> <i>Property Report Moved: P Adlam; Seconded: N Browne; Passed unanimously.</i>	G Bray & P Adlam: Organise a date to carry out the School House inspection.
7.0 7.01 7.02	Principal's Report Principal's Report Dashboard Indicators	G Bray presented the Principal's Report. General discussion on the Principal's Report. Went Into "In Committee" at 8.04pm. Out of "In Committee" at 8.26pm. <i>Report Moved: G Bray; Seconded: L Ledger; Passed unanimously.</i>	G Bray: Draft & circulate a letter from the Board in regards to Attendance at school in Level 3.

8.0	Community		
8.02	Community Report	No Community Report at this meeting. General discussion on FOWs meeting and other community topics.	G Bray: Email N Browne the link to the Safer Speed around Schools Report.
9.0	Health & Safety		
9.01	Health & Safety Report	J Irvine presented the Health & Safety Report. General discussion on the Health & Safety Report. <i>Report Moved: J Irvine; Seconded: L Ledger; Passed unanimously.</i>	
10.0	Policies & Procedures and Assurance Statements		
10.01	Term 4	Policies to review for Term 4 are Harassment, Religious Instruction and Maori Educational Success.	All: Review the Bribery topic, the NZSTA Board tasks checklist on School Docs and the Term 4 policies.
10.02	Investigation of Bribery topic	No discussion at this meeting.	
11.0	BOT Matters		
11.01	Principal Appraisal	General discussion on the Principal Appraisal.	N Phillips: Talk to S Myers about the feedback for the Principal Appraisal.
11.02	Enrolment Zone	General discussion on the Enrolment Zone. The meeting is at 1pm on 4 th November.	
13.0	Other		

Meeting was closed at 9.13pm.
Next meeting 23rd November 2021.