

Wainui School Board
Minutes of the Meeting held on 29th November 2022
at 6.40pm in the Staffroom

1.0 Attendance

Attendees	P Catchpole (Presiding Member), G Bray, J Irvine, A Hewitt, J Long, C Mexted, C Scott, M Ludwig (Secretary).
Apologies	
In Attendance	S Blackburn (left the meeting at 7.04pm), Gavin Holland (joined via ZOOM at 7.06pm, left the meeting at 7.17pm).
Conflicts of Interest	None

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0	Welcome		
1.01	Curriculum Achievement Data	S Blackburn presented the Curriculum Achievement Data. General discussion on the Curriculum Achievement Data.	
2.0	Board Matters		
2.01	Enrolment Zone	G Holland joined the meeting via ZOOM and presented information on the Enrolment Zone. General discussion on the Enrolment Zone. Motion to set the first Enrolment Zone ballot application close date for 31 st January 2023 and the second application close date of 10 th February 2023. <i>Motion Moved: P Catchpole; Seconded: C Scott; Passed unanimously.</i>	G Bray & M Ludwig: Set up and add the Enrolment Zone information to the website.
3.0	Minutes	The minutes were taken as read. The following topics were raised: <i>Minutes Moved: P Catchpole; Seconded: C Mexted; Passed unanimously.</i>	P Catchpole: Add Review the Sponsorship costings to the first Board meeting in 2023. J Long: Review the Term 4 Policies and Procedures before the end of the term.
4.0	Correspondence	Refer Correspondence Register.	
4.01	Inward Correspondence	Went into "In Committee" at 7.46pm Out of "In Committee" at 7.51pm	
4.02	Outward Correspondence	<i>Correspondence Moved: P Catchpole; Seconded: A Hewitt; Passed unanimously.</i>	
5.0	Curriculum		
5.01	Annual Summative Data	Covered in Board Matters above.	
5.02	Literacy Target	Covered in Board Matters above.	
6.0	Finance		
6.01	Finance Report	C Mexted presented the Finance Report. General discussion on the Finance Report. <i>Report Moved: C Mexted; Seconded: P Catchpole; Passed unanimously.</i>	M Ludwig: Email Education Services, do schools get taxed on funds in the bank. M Ludwig: Circulate the Pool Contract to the Board.

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 start date for 2023 as 2nd February and finishing 19 th December. <i>Motion Moved: G Bray; Seconded: C Mexted; Passed unanimously.</i>	
7.02	Workplan		
7.03	Dashboard Indicators	See Dashboard Indicators. <i>Report Moved: G Bray; Seconded: J Irvine; Passed unanimously.</i>	
8.0	Policies & Procedures		
8.01	Safety On and Off School Grounds	General discussion on the Safety On and Off School Grounds policies.	
9.0	Property		
9.01	Property Report	J Long presented the Property Report. General discussion on the Property Report. <i>Report Moved: J Long; Seconded: A Hewitt; Passed unanimously.</i>	J Long: Circulate the quotes for the Kitchen to the Board.
10.0	Community		
10.01	Community Report	A Hewitt presented the Community Report. General discussion on the Community Report. <i>Report Moved: A Hewitt; Seconded: J Long; Passed unanimously.</i>	
10.02	Special Project/ Working Bee	General discussion on finishing the court fence and shade sails. <i>Report Moved: C Scott; Seconded: A Hewitt; Passed unanimously.</i>	C Scott: Contact an engineer about the poles required for the shade.
11.0	Health & Safety		
11.01	Health & Safety Report	J Irvine presented the Health & Safety Report. General discussion on the Health & Safety Report. <i>Report Moved: J Irvine; Seconded: C Scott; Passed unanimously.</i>	
12.0	Other		

Meeting was closed at 8.50pm
Next meeting in 2023 - TBC