

Wainui School Board
Minutes of the Meeting held on 5th April 2022
at 6.31pm in the Staffroom

1.0 Attendance

Attendees	N Phillips (Chair), G Bray, J Irvine, N Browne, 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: L Ledger; Seconded: P Adlam; Passed unanimously.</i>	G Bray: Ask for feedback from the school community on the Religious instruction and Maori Educations Success policies via the Newsletter.
3.0 3.01 3.02	Correspondence Inward Correspondence Outward Correspondence	Refer Correspondence Register. <i>Correspondence Moved: N Browne; Seconded: J Irvine; Passed unanimously.</i>	
4.0 4.01 4.02	Policies & Procedures Health & Safety Emergency, Disaster, and Crisis Management	General discussion about the policies and procedures to be reviewed.	
5.0 5.01 5.02	Finance Finance Report Wishlist 2022	The Finance Report was tabled as read. General discussion on the Finance Report. Motion to approve the Terms of Engagement put forward by Bennett & Associates. <i>Motion Moved: G Bray; Seconded: N Phillips; Passed unanimously.</i> General discussion on the Wishlist 2022. <i>Finance Report Moved: L Ledger; Seconded: P Adlam; Passed unanimously.</i>	N Browne: List support organisations for families on the website.
6.0 6.01	Property Property Report	P Adlam presented the Property Report. General discussion on the Property Report. <i>Report Moved: P Adlam; Seconded: L Ledger; Passed unanimously.</i>	
7.0 7.01	Principal's Report Principal's Report	G Bray presented the Principal's Report. General discussion on the Principal's Report. The school has completed 3 Evacuation Drills in Term One.	G Bray: Contact Jenny to draw up plan with the structural elements for the Junior Playground. Obtain an updated quote. Both by the end of the term.

7.02	Dashboard Indicators	See Dashboard Indicators. <i>Report Moved: G Bray; Seconded: L Ledger; Passed unanimously.</i>	<p>G Bray: Ask the MOE about non-essential visitors on the school site.</p> <p>G Bray: Add student numbers to the Agenda for the next Board Meeting.</p> <p>G Bray: Include classroom numbers in the Indicators.</p>
8.0	Health & Safety		
8.01	Health & Safety Report	J Irvine presented the Health & Safety Report. General discussion on the Health & Safety Report. <i>Report Moved: J Irvine; Seconded: N Phillips; Passed unanimously.</i>	
9.0	Curriculum		
9.01	Target 2022	General discussion on the Target Literacy Action Plan 2022.	
10.0	Community		
10.02	Community Report	N Browne presented the Community Report. General discussion on the Community Report. <i>Report Moved: N Browne; Seconded: L Ledger; Passed unanimously.</i>	G Bray: Add the Wishlist to the website.
11.0	BOT Matters		
11.01	Principal Appraisal/ PGC	General discussion on the Principal Appraisal for 2022.	G Bray: Confirm the cost for S Myers for the Principal Appraisal.
11.02	Enrolment Zone	General discussion on the Enrolment Zone.	<p>G Bray: Forward information on the Enrolment Zone consultation to N Browne.</p> <p>N Browne: Add the information on the Enrolment Zone consultation on the website.</p>
11.03	Skills register and PD Board members	General discussion on a skills register.	<p>All: Email a list of skills of Board members to M Ludwig by the end of week 1 in Term 2.</p> <p>M Ludwig: Set up a Skills Register for Board members.</p>
12.0	Other		

Meeting was closed at 9.16pm.
Next meeting 17th May 2022.