

**Wainui School Board
Minutes of the Meeting held on 16th May 2023
at 6.34pm 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	
Conflicts of Interest	None

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0	Welcome		
1.01	Conflicts of Interest	See above.	
2.0	Minutes	<p>The minutes were taken as read.</p> <p>The following topics were raised:</p> <p><i>Minutes Moved: P Catchpole; Seconded: J Long; Passed unanimously.</i></p>	<p>G Bray: Add the Enrolment Zone information to the website.</p> <p>P Catchpole: Draft letter about donations and circulate to the Board.</p> <p>P Catchpole: Email the Board with initial discussions on Sponsorship for events.</p> <p>G Bray & J Irvine: Compile a list of tasks for a working bee.</p> <p>All: Review the NZSTA Board Training workshops to attend.</p>
3.0	Correspondence	Refer Correspondence Register.	
3.01	Inward Correspondence		
3.02	Outward Correspondence		
		<i>Correspondence Moved: P Catchpole; Seconded: C Mexted; Passed unanimously.</i>	
4.0	Curriculum		
5.01	In Depth Review Goal 1 Akonga	G Bray presented the In Depth Review Goal 1 Akonga as part of the Principal's Report.	
5.0	Finance		
5.01	Finance Report	<p>C Mexted presented the Finance Report. General discussion on the Finance Report.</p> <p>Motion to approve suppling an Eftpos card for the FOWS with an \$800.00 limit.</p> <p><i>Motion Moved: C Mexted, Seconded: A Hewitt; Passed unanimously.</i></p> <p><i>Report Moved: C Mexted; Seconded: C Scott; Passed unanimously.</i></p>	<p>J Irvine: Contact Outer Space to survey the bike track.</p> <p>M Ludwig: Find out if Kindo can register someone outside of the school as a guest.</p> <p>A Hewitt: Investigate using Event Finder for school events and circulate to the Board.</p>

6.0	Principal's Report		
6.01	Principal's Report	G Bray presented the Principal's Report. General discussion on the Principal's Report.	G Bray: Invite D Greening to the next Board meeting to share the consultation process for the Whanau Ropu.
6.02	Dashboard Indicators	See Dashboard Indicators.	
6.03	Police Vetting Non-Teaching Staff	General discussion on Police Vetting Non-Teaching Staff.	
6.04	Kahui Ako Update	No discussion at this meeting. <i>Report Moved: G Bray; Seconded: C Scott; Passed unanimously.</i>	
7.0	Policies & Procedures		
7.01	Physical Restraint Policy Updates	General discussion on the Physical Restraint Policy updates, further updates will be made.	All: Review the Term 2 policies.
8.0	Community		
8.01	Community Report	A Hewitt presented the Community Report. General discussion on the Community Report. Motion to approve a Resolution for the Lion Foundation for \$25,000 towards shade sails, Trillian Trust for \$4,000 for reversible netball hoops and Pub Charity for \$5,900 for further picnic tables. <i>Motion Moved: A Hewitt; Seconded: J Long; Passed unanimously.</i> Will be discussed at the next FOWS meeting.	A Hewitt: Thank the FOWS team for the Mother's Day Event.
8.02	Special Project/ Working Bee	Discussed under the Principal's Report.	
8.03	Whanau Ropu Maori Consultation	<i>Community Report Moved: A Hewitt; Seconded: C Mexted; Passed unanimously.</i>	
9.0	Health & Safety		
9.01	Health & Safety Report	C Scott presented the Health & Safety Report. General discussion on the Health & Safety Report. <i>Report Moved: C Scott; Seconded: C Mexted; Passed unanimously.</i>	J Irvine: Circulate the Flooding Response – Amendment to the Board. G Bray: Contact P Jarvie to discuss how he can support the school in regards to the flooding. C Scott: Seek quotes for a Health & Safety consultant.
10.0	Property		
10.01	Property Report	J Long presented the Property Report. General discussion on the Property Report. Motion to approve the quote from A1 Sure Services for the tree pruning. <i>Motion Moved: J Long; Seconded: P Catchpole; Passed unanimously.</i> <i>Report Moved: J Long; Seconded: J Irvine; Passed unanimously.</i>	
11.0	Board Matters		
11.01	Principal Appraisal	The Principal Appraisal process has been completed.	
11.02	PD and Upcoming PD	G Bray will be attending the Principal's Conference.	
11.03	Board Workplan Review	General discussion on the Board Workplan Review.	
12.0	Other		