

**Wainui School Board**  
**Minutes of the Meeting held on 19th March 2024**  
**at 6.39pm in the Staffroom**

**1.0 Attendance**

<b>Attendees</b>	P Catchpole (Presiding Member), G Bray, A Hewitt, J Long, C Mexted, C Scott, S Blackburn, M Ludwig (Secretary).
<b>Apologies</b>	
<b>In Attendance</b>	
<b>Conflicts of Interest</b>	None

<b>Agenda Item No.</b>	<b>Agenda Item</b>	<b>Discussion</b>	<b>Action/ Deadline</b>
<b>1.0</b>	<b>Welcome</b>		
<b>1.01</b>	Present	See above. Welcome to S Blackburn, the new Staff Board Representative.	
<b>1.02</b>	Apologies	See above.	
<b>1.03</b>	Conflicts of Interest	See above.	
<b>2.0</b>	<b>Strategic Discussions</b>		
<b>2.01</b>	Strategic Actions:		
	Strategic Plan	The Strategic Plan has been submitted to the MOE. G Bray, S Blackburn and L Stevenson have had the first meeting with Hone Heke Ngapua-Rankin, cultural advisor.	<b>G Bray:</b> Email D Greening, T Shepheard and B Sweetman-Jones our progress and plans moving forward around strengthening our connections to community and iwi.
	Annual Implementation Plan	General discussion on the Implementation Plan which needs to be submitted to the MOE.	
	Targets	S Blackburn presented the Targets. General discussion on the Targets.	
	Budget Ratification	See Finance Report below.	
	Iwi Consultation	General discussion on the Iwi Consultation.	
	FOWs Fundraisers and Community	General discussion on the FOWs Fundraisers and Community.	
	ERO Partner	No discussion at this meeting.	
<b>3.0</b>	<b>Monitoring</b>		
<b>3.01</b>	Principal's Report	The Principal's Report was tabled as read. General discussion on the Principal's Report.	
<b>3.02</b>	Finance Report	The Finance Report was tabled as read. General discussion on the Finance Report and the Draft Budget.  Motion to approve a Board funded teacher for another New Entrants class in term 3&4; ratify the Budget for 2024 with the increase for Staff Sickness as discussed, an increase the capital item to purchase a mower to \$20,000 and remove the staffroom chairs. <i>Motion Moved: C Mexted; Seconded; C Scott; Passed unanimously.</i>  <i>Finance Report Moved: C Mexted; Seconded: J Long; Passed unanimously.</i>	
<b>3.03</b>	Property Report	Resolutions in support of applications for grants to the Blue Sky Foundation for \$4,000.00 towards Netball Hoops, Dragon Community Trust for \$4,000.00 towards hand and power tools and to North South Trust Limited for \$6,000.00 towards bikes for school use.  J Long presented the Property Report. General discussion on the Property Report.	<b>G Bray:</b> Draft a letter to the MOE in regards to our funding being based on an urban school as opposed to a rural school.
<b>3.04</b>	Personnel Status	M Robinson will be going on maternity leave at the end of Term 2.	
<b>3.05</b>	Policies & Procedures – Term 1	General discussion on the "Phones away for the Day Policy/ Procedure.	

<b>4.0</b>	<b>Identify Agenda Items for next meeting</b>		
<b>5.0</b>	<b>Administration</b>		
<b>5.01</b>	Confirmation of Minutes	The following topics were raised:	<b>P Catchpole:</b> Draft a letter to the MOE about funding for a Counsellor.
		<i>Minutes Moved: P Catchpole; Seconded: A Hewitt; Passed unanimously.</i>	<b>G Bray:</b> Put together a costing for year 7&8 teachers to visit full primary schools in Queenstown.
<b>5.02</b>	Correspondence	See Correspondence Register	
<b>6.01</b>	<b>Meeting Closure</b>		
<b>6.01</b>	Comments on meeting procedures and outcomes		
<b>6.02</b>	Preparation for next meeting		

Meeting was closed at 8.55pm  
Next meeting 7<sup>th</sup> May 2024