

**Wainui School Board
Minutes of the Meeting held on 6th August 2024
at 6.31pm in the Staffroom**

1.0 Attendance

Attendees	P Catchpole (Presiding Member), G Bray, S Blackburn, A Hewitt (arrived at 6:32pm), J Long, C Mexted, M Ludwig (Secretary).
Apologies	C Scott.
In Attendance	Clare Curtice, ERO Review Officer, (left the meeting at 6.55pm), Kirstin Terry, (left the meeting at 7.22pm).
Conflicts of Interest	None

Agenda Item No.	Agenda Item	Discussion	Action/ Deadline
1.0	Welcome		
1.01	Present	See above.	
1.02	Apologies	See above.	
1.03	Conflicts of Interest	See above.	
2.0	Strategic Discussions		
2.01	Strategic Actions: ERO Report Feedback – Clare Curtice, ERO Review Officer	Clare Curtice presented the ERO Report Feedback.	
3.0	Monitoring		
3.01	Principal's Report - Mid-Year Data	The Principal's Report was tabled as read. General discussion on the Principal's Report. S Blackburn presented the Mid-Year Data. General discussion on the Mid-Year Data.	
3.02	Community	The FOWS (Friends of Wainui School) has officially changed to be named PTA (Parent Teacher Association). A Hewitt outlined the relaunch of the name change, there were 19 parents at the relaunch. <i>Motion to approve the following Resolutions to apply for grants:</i> 1. Resolution to apply for \$15,000 from NZCT towards solar heating for the school pool. 2. Resolution to apply for \$15,000 from ONE Foundation towards solar heating for the school pool. 3. Resolution to apply for \$7,000 from North South Trust towards bikes for Wainui School. <i>Motion Moved: A Hewitt; Seconded: P Catchpole; Passed unanimously.</i>	
3.03	Principals' Appraisal	P Catchpole tabled the Principal's Appraisal. General discussion on the Principal's Appraisal.	
3.04	Finance Report	The Finance Report was tabled as read. General discussion on the Finance Report. <i>Finance Report Moved: C Mexted; Seconded: J Long; Passed unanimously.</i>	
3.05	Property Report	The Property Report was tabled as read. General discussion on the Property Report.	
3.06	Policies & Procedures – Term 3	Review the Term 3 Policies & Procedures.	

	Health & Safety - Property Hazard Register - Monthly Hazard Register - Daily Hazard Checklist	General discussion on the Property Hazard Register. P Catchpole outlined that ERO reviewed our Health & Safety policies and implementation of them and they are all compliant.	G Bray: Contact the Project Manager to discuss the drainage issues.
3.07	Personnel Status	No discussion at this meeting.	
School 4.0	Identify Agenda Items for next meeting		
5.0	Administration		
5.01	Confirmation of Minutes	The following topics were raised: Special thanks to A Hewitt for being awarded the \$30,000 grant for the generator and PA system.	G Bray & A Hewitt: Contact landscape gardeners about the front entrance area.
5.02	Correspondence	<i>Minutes Moved: P Catchpole; Seconded: S Blackburn; Passed unanimously.</i> See Correspondence Register	G Bray: Email A Hewitt the quotes for bikes & the Bikes in Schools supplier list.
6.01	Meeting Closure		
6.01	Comments on meeting procedures and outcomes		

Meeting was closed at 7.54pm
Next meeting 10th September 2024