

Wainui School Board
Minutes of the Meeting held on 30th October 2024
at 3.15pm in the Principal's Office

1.0 Attendance

Attendees	C Scott (Presiding Member), G Bray, S Blackburn, M Ludwig (Secretary).
Apologies	
In Attendance	
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: - Board By-Election	General discussion on the Board By-Election. <i>Motion to appoint M Ludwig as the Returning Officer for the Board By-Election.</i> <i>Motion Moved: C Scott; Seconded: S Blackburn; Passed unanimously.</i>	S Blackburn: Set up letter appointing the Returning Officer.
3.0	Monitoring		
3.01	Principal's Report - Staffing - Trip to Finland - Kahui Ako - Teacher Only Day - Out of Zone Enrolments	G Bray spoke to the Principal's Report. General discussion on the Principal's Report. S Blackburn will be the Board representative for the Deputy Principal and teacher roles interviews. All Board members will be on the interview panel for the Caretaker role. Thanks to S Blackburn and L Stevenson for acting as the Principal whilst G Bray was away. G Bray is applying for the Co-Leadership of the Kahui Ako. General discussion on the new curriculum. General discussion on the Out of Zone enrolments.	
3.02	Community	General discussion on Ag Day.	G Bray: Student Councillors to create Thank You's for the PTA, Leslie Ann Linn, Kylie Allen Grant Olliff for Ag Day.
3.03	Finance Report - Audit Arrangements 31 December 2024 to 2026.	The Finance Report was tabled. General discussion on the Finance Report.	G Bray: Collate funding and expenses for Study Tour Program in Finland. G Bray: Circulate the Finance Report.
3.04	Property Report - School House Update - Fence Update - Drainage Update - Swimming Pool - Changing Rooms	The Property Report was tabled. General discussion on the Property Report. <i>Motion to approve purchasing the generator from Maximum Power using the grant received.</i> <i>Motion Moved: C Scott; Seconded: S Blackburn; Passed unanimously.</i>	G Bray: Contact Maximum Power to purchase the generator.

3.05	Policies & Procedures – Term 4	Review the Term 4 Policies & Procedures.	
3.06	Health & Safety - Property Hazard Register - Monthly Hazard Register - Daily Hazard Checklist	General discussion on the Property Hazard Register.	
School 4.0	Identify Agenda Items for next meeting		
5.0	Administration		
5.01	Confirmation of Minutes	The following topics were raised: <i>Minutes Moved: C Scott; Seconded: S Blackburn; Passed unanimously.</i>	G Bray: Circulate the Haka that Kereama Nathan has written to the Board.
5.02	Correspondence	See Correspondence Register Late Correspondence: - Letter from B De Cort dated 30 October 2024 - Letter from E Stanford sent on 10 October 2024	
6.01	Meeting Closure		
6.01	Comments on meeting procedures and outcomes		

Meeting was closed at 5.00pm
Next meeting 9th December 2024 at 3pm.