



Waitetuna School

*Together we are growing the seeds of success
Na too manaaki, na tooku manaaki, ka puawai mai nga kaakano*

1. Attendance & Welcome to Board Meeting 13th August 5.30pm

Amanda, Bevan, Bernie, Daniel, Sally, Lorna

2. Apologies / Declaration of conflicts interests

Tim

3. Confirmation of May minutes

Moved by Daniel Secoded by Sally

4. Matters arising

None

6. Guests

7. Correspondence

Pilot Property Maintenance Programme - MoU signed and sent back, new maintenance employee to get in touch with me

Governance	
<p><i>Principals report - spoke to the main points</i></p> <p><i>Shared and read by the Board. Moved by Sally seconded Bernie</i></p>	
Strategic Aims	<p><i>Strategic goals</i></p> <p><i>Through Manaaki we will work to progress, lift students learning so they have a strong sense of self and are provided the care and support within Te Whare Tapa Whaa to meet their potential</i></p> <p><i>Tamariki Puaawai, thriving in a nurturing, inclusive, multi-faceted environment where students can meet their potential, being active citizens with connections to many local contexts</i></p>
Living Curriculum Maahanga	<p><i>Strategic plan/Annual plan actions - see board report - main points - Science focus term 3</i></p> <p><i>Mid year data</i></p> <p><i>Continuation of approved PLD hours with Lisa</i></p> <p><i>PLD hours for assessment approved to use over term 3 and term 4 - assessment stocktake, review reporting to parents systems and look at options going forward once new curriculum design is finally completed</i></p> <p><i>RRF - cluster of schools funding hui for Whaanau Ora has been approved for 2025</i></p> <p><i>ERO - School improvement framework - review - ongoing</i></p> <p><i>Oranga Kura -</i></p> <p><i>Reserve land - Concept Proposal - Pump Track space, native planting, sports field, rearing calves, play space, off leash dog park, fenced off - pay a fee, Group Day venue</i></p> <p><i>Ag Day 2024 - Waitetuna School - Tues 15th Oct, Group Day - Fri 18th Oct - Te Mata School</i></p>
Term Dates for 2025	<p><i>Confirmed via email</i></p> <p>TERM DATES 2025</p> <p><i>Term 1 - Fri 7th Feb - Friday 11th April</i></p> <p><i>Term 1 holidays - Saturday 12 April to Sunday 27 April - Includes: Good Friday 18 April, Easter Monday 21 April, Easter Tuesday 22 April (a school holiday), Anzac Day – Friday 25 April</i></p> <p><i>Term 2 - Monday 28 April to Friday 27 June</i></p> <p><i>Public holidays– term 2 —King’s Birthday – Monday 2 June</i></p>

	<p><i>Matariki Friday – 20 June</i></p> <p><i>Term 3 - Monday 14 July to Friday 19 September</i></p> <p><i>Term 4 - Monday 6 October to Friday 19th December</i></p> <p><i>Public holidays - term 4 - Labour Day – Monday 27 October</i></p> <p><i>Teacher only days—to be confirmed</i></p>
Personnel	
Marketing	
Advert into Chronicle	<p><i>Suggestions are kids articles to go into the Chronicle</i></p> <p><i>Advertise 3 to 4 times a year in the Chronicle</i></p> <p><i>Advertise with local kindergartens</i></p>
Finance	
Finance - Funding application	<p><i>July/Aug 2024 payments including June/July Credit cards moved Second</i></p> <p><i>Harcourts and Trust Waikato applications declined - WEL energy application in</i></p> <p><i>Moved Daniel , second Bernie</i></p>
13. Policies To review	<p><i>Board has reviewed all policies accepted and moved by Bevan Second Sally</i></p>
<i>Emergency preparedness as a standing agenda item</i>	<p><i>WEL said they do not have generators in storage, they hire them and of course under the circumstances there was huge demand so they were given to the two biggest schools.</i></p> <p><i>Fire drill - week 2, Wed</i></p>
<p><i>Parenting and day-to-day care</i></p> <p><i>Parent/Guardian Arrangements</i></p> <p><i>Contact rights and the school</i></p>	

<p><i>Media</i></p> <p><i>Professional development</i></p> <p><i>Staff Conduct</i></p>	
<p><i>Assurances - Term 3</i></p>	<p><i>Student Attendance</i></p> <ul style="list-style-type: none"> • <i>Assure the board that student absences are correctly recorded, monitored, and followed up. Reporting to Parents on Student Progress and Achievement</i> • <i>Assure the board that teachers have used good quality assessment information to report to each student and their parents/caregivers at least twice a year on student progress and achievement. Searches, Surrender, and Retention of Property</i> • <i>Assure the board that all procedures relating to search, surrender, and retention have been followed. Confirm that a written record has been kept of all surrenders and searches, and retention of any property held for more than 2 nights</i> • <i>Assure the board that authorisation of non-teaching staff is specified in writing, and that staff members receive a copy and acknowledge the receipt in writing.</i> <p><i>Minimising Physical Restraint</i></p> <ul style="list-style-type: none"> • <i>Assure the board that all procedures relating to physical restraint have been followed, and that all requirements to notify, monitor, and report have been met. Confirm that any non-teaching staff have been authorised in writing. Assure the board that staff authorised to apply restraint receive appropriate training and support.</i> <p><i>Stand-down, Suspension, and Exclusion</i></p> <ul style="list-style-type: none"> • <i>Assure the board that the school complies with the correct procedures and reporting requirements relating to stand-down, suspension, and exclusion/expulsion.</i> <p><i>School Records Retention and Disposal</i></p> <ul style="list-style-type: none"> • <i>Assure the board that the school has complied with the Public Records Act 2005 in relation to the retention and disposal of school records</i>
<p><i>Health and Safety</i></p>	
<p><i>Inter School Cross Country new track - Risk analysis</i></p> <p><i>Middle Room Camp</i></p>	<p><i>Discussed new track and board happy with all the risk management in place</i></p> <p><i>Planned for Week 2 term 4 2024 one night</i></p>
<p><i>Property</i></p>	

<p><i>Pump track</i></p> <p><i>Ministry 5YA funding/10YPP</i></p> <p><i>Roof leak - air con</i></p> <p><i>Covered decking</i></p> <p><i>Additional teaching space update</i></p> <p><i>Trees</i></p>	<p><i>Robyn and Amanda met with the WDC about the reserve, have the chance to put together a proposal to use the land next door for pump track and creating a native bush area.</i></p> <p><i>5YA - approval and funding July-Aug timeframe - all approved and all projects will begin from term 4 onwards and into 2025-2028</i></p> <p><i>Playground installation completed and paid for. I have had lots of positive feedback. Interest hasn't waned</i></p> <p><i>Oct 9th - delivery date of building</i></p> <p><i>Approved for additional teaching space, paperwork must be signed by providers so can be build</i></p> <p><i>Cut back quotes \$1600 ex gst - completed</i></p>
<p><i>Furniture purchases</i></p>	<p><i>Senior Chairs,</i></p> <p><i>under desk cupboard</i></p> <p><i>Shelving</i></p>

<p><i>Meeting Closure 7.05pm</i></p>	
<p><i>Board Self Review</i></p> <p><i>Board Meeting dates 2024</i></p> <p><i>13th August</i></p> <p><i>29th October</i></p> <p><i>19th November</i></p> <p><i>10th December</i></p>	

Signed by _____ (Presiding Member)