



# Waitetuna School

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

## **1. Nau mai haere mai - Welcome to Oct 2023 Board Meeting - Te Waa/Kei Whea - 5.30 pm start, Kanohi ki te Kanohi (face to face)**

*Ko wai? Amanda, Bevan, Bernie, Tim, Lorna, Sally, Daniel*

## **2. Apologies / Declaration of conflicts interests**

*Bernie - Whaanau Ora attendance team and School board member - conflict of interest -*

## **3. Confirmation of Sept minutes**

*Moved by Bevan Secoded by Sally*

## **4. Matters arising**

*Solar info session - Jose was going to join again but we have said we are putting this decision on hold.*

*The board prefer to apply for funding to purchase solar power*

*The new break out room proposal,: This is a priority for the board, we require two more quotes for electrical wiring, Tim will source another quote for the school to use with the ministry for the building itself, and Amanda will approach the MOE in regards to building and supporting Waitetuna School.*

## **6. Guests**

*PTA committee member - Lizzie Browne - joined us at the beginning of the meeting to represent - build relationship with board, what the board needs, what is coming up? Financial planning for the PTA and the board planning linked together. Priorities from community consultation - teaching space*

## **7. Correspondence**

*Professional Growth cycle for Principals - changes from appraisal.*

*Amanda belongs to three professional Principal groups. The finalised peer support network/ professional*

*growth model is intended to develop and challenge principals in their profession development.*

*Te Uku School's enrolment scheme, Amanda to attend consultation meeting on the 14th Nov and report back to the board*

<b>Governance</b>	<b>Raarangi Take</b>
<i>Principals report - Amanda spoke to the main points and discussed items below Shared and read by the Board. Moved Sally seconded Bevan Principal Appraisal - draft summary available</i>	
<b>Strategic Aims</b>	<i>Whakaaro - think, plan, consider, decide</i>
<i>Living Curriculum Maahanga</i>	<i>Annual plan progress in Principal board report Strategic Aims - 2024-2025 - discussed big picture strategic goals utilised from the school motto - Puawai and Manaaki key words within these goals Graduate Profile - shared our student voice profile - what our seniors think they need to have before they leave.</i>
<i>Funding applications</i>	<i>Waiting on Lotteries and Trust Waikato</i>
<i>BYOD letter</i>	<i>Letter to go out at the beginning of term 4 2023. Amanda received offers from Noel Leeming</i>
<b>Personnel</b>	
<i>Amanda leave request - Sabbatical 2024 Attendance Whaanau Ora</i>	<i>Term 3 - Week 7-10 2024. Board has granted Amanda's Sabbatical Employment of Whaanau Ora personnel for 2024, Move that the Whanau Ora position is continued and letter of offer to be given to Bernice Marshall. Moved Sally Second Daniel all unanimous including all principals in the</i>

	<i>Whaingaroa cluster.</i>
<b>Marketing</b>	<i>N/A</i>
<b>Finance</b>	<i>All payments and reports</i> <i>Moved Finance report Second</i>
<b>Finance - Daniel</b>	<i>Approve end of Sept/Oct direct credit payments, including Credit Card payments moved Daniel Second Tim</i>
<i>Funding applications - Gallagher</i>	<i>We have had two successful funding applications - one for a year long in depth Structured Literacy course for our Junior room teacher to attend. And some funding to complement our Attendance mahi. This ensures our alternative pathways courses can be developed and implemented alongside the mahi that the Whaanau Ora team is doing.</i>
<i>Attendance funding 2024</i>	<i>We have received funding to allow us to continue with the employment of Bernie for 2024. Tumuaiki in our cluster agree to this.</i>
<i>End of lease organisation</i>	<i>Payment for end of lease purchase has been paid</i> <i>BYOD - Noel Leemings - Waitetuna School landing page - chromebook options</i> <a href="#"><u>Noel Leemings - Waitetuna School Landing page</u></a>
<i>Solar panel installation</i>	<i>ASB can provide lending to our school as long as the repayments are less than 10% of our schools annual operational grant funding. ASB offers the lending at prime housing rates and no loan processing fees for the term of the loan.</i> <b><i>The following supporting documentation is required for application</i></b> <ul style="list-style-type: none"> <li>● <i>A copy of the minutes of the Board of Trustee meeting authorising the borrowing from ASB</i></li> <li>● <i>Latest financials. (Schools financial years finish 31 Dec each year)</i></li> <li>● <i>A copy of the school's budget and actual to date including future loan repayments may also be requested.</i></li> <li>● <i>A copy of the Operations Grant Entitlement Notice. (Issued July each year by the Ministry of Education)</i></li> <li>● <i>Purpose of the loan with a full breakdown of costs.</i></li> </ul>

	<ul style="list-style-type: none"> <li>For State Integrated schools a copy of the school charter confirming the power to borrow.</li> </ul> <p>If you wish to take advantage of this, please let me know and I can get this started.</p> <p>We will not meet the threshold for this. 10% of our Ops grant would not be enough to get a loan</p> <p>BNZ will only offer business green loans if we are a customer</p> <p>Funding application option?</p>
<b>13. Policies To review</b>	<p>Board has reviewed all policies accepted Sally Ridley and moved by Bevan Second</p> <p>New Classroom Release Time policy to be made in consultation with teachers as Classroom release time increases to three days for term 1 and 2 (from two days) to 4 days for term 3 and 4 and 5 days per term in term 1 2025</p>
Emergency preparedness as a standing agenda item	<p>Lockdown at lunchtime</p> <p><b>Shake Out—Earthquake drill—NZ wide—19th Oct</b></p>
Personal Property and Insurance	
Home Learning	
Gifted Learners	
Sun Protection	Renamed from Sunsmart to Sun Protection
Swimming Pool	Testing times per day and monthly

<i>Staff Gifts</i>	
<i>Health and Safety</i>	
<i>Overnight Camp - Middle Room</i>	<i>Raglan Surf lifesaving venue was excellent. Local venue helped reassure the students and ensure that they fully participated. And lots of variety and options</i>
<b><i>Property</i></b>	
<i>Onehunga weed spray</i>	<i>Weed spray completed during Labour Weekend</i>
<i>10YPP planning</i>	<i>Worked through the SEPE for ministry and consultant - next meeting on Thursday 2nd Nov at 10am</i>
<i>School Van</i>	<i>External organisation still waiting on the approval - LT400</i>
<i>Small Rural Schools property programme</i>	<i>Installed new water pump over holidays, water testing all good</i>
<i>School projects - Board funded breakout space and trackable covered decking(update)</i>	<i>Progress on board funded teaching space - quote for building itself and first quote for electrical work. Waiting on more electrician quotes</i>
<i>Paint Machine</i>	<i>Paint machine to do court lines and maybe rugby field. Tim has sourced a machine cost approximately \$425 + paint. The has agreed to buy up to the amount of \$650.00</i>
<i>AED</i>	<i>Not fixable so speaking with Raglan Community Charitable Trust to see if they will cover the cost of a replacement. There is a special on for the month of Oct.</i>
<i>Pool Key</i>	<i>New AED will arrive next week, funded by Raglan community Charitable Trust</i> <i>Pool Key Price for 2023 , we will keep it at \$80 per family</i>

***Meeting Closure 8.07pm***

*Board Self Review*

*Board Meeting dates for 2023*

*5th December 2023*

*Signed by \_\_\_\_\_ (Presiding Member)*