



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 Dec 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

3. Confirmation of Oct minutes

Moved by Sally Seconded by Dan

4. Matters arising

6. Guests

7. Correspondence

Governance

Raarangi Take

Principals report - Amanda spoke to the main points and discussed items below

Shared and read by the board Moved Bevan seconded Bernie

Principal Appraisal - final report shared

Strategic Aims	<i>Whakaaro - think, plan ,consider, decide</i>
<i>Living Curriculum Maahanga</i>	<i>Annual plan summary in Principal board report</i> <i>Strategic Plan & Draft Annual plan - 2024-2025 Draft Annual report - drafts shared moved to accept by Tim Second Lorna</i> <i>End of year data for 2023 discussed at board level</i>
<i>Funding applications</i>	<i>PTA feedback, planning for 2024</i> <i>PTA will help out with grant applications</i> <i>They are organising a family fun day after Easter in 2024, plus raffle for term 1..</i>
<i>Attendance summary for 2023</i>	<i>2023 overview of attendance and comparative between 2022 and 2023</i> <i>Numbers of Children who were under 70% have halved and numbers of students attending between 70-80% attendance rate have also halved</i>
<i>Teacher only days 2024</i>	<i>Mon 27th May 2024 - Term 2</i> <i>Term 3 - Monday - week 5</i> <i>Term 4 between 21st Oct and 15th Nov</i> <i>Board agreed to these dates</i>
<i>School fees</i>	<i>\$2 increase to Mathletics and Steps Web costs</i> <i>Senior room purchase a maths book through school - will be on stationery list for Senior Room - \$25.00</i> <i>Tech fee - increase to \$70, up from \$60, for year 7 and 8 students. This is a direct cost incurred from RAS for our students to attend tech at Raglan area school</i> <i>Move Daniel Second Sally</i>
<i>Music lessons</i>	<i>These will continue with outside provider in 2024</i>

Personnel	
Attendance Whaanau Ora Teacher Aides 2024	Employment of Whaanau Ora personnel for 2024, letter of offer signed and received All teacher aides will receive a letter of offer for 2024, based on their current hours, MOE given no indication of any drops in hours.
Marketing	N/A
Finance	All payments October/November 2023, for credit cards, and reports Moved payments Daniel second Bernie
Finance report Trust Waikato	Moved finance report Daniel second Tim Successful application for \$10,000 towards Senior Playground Sufficient funding to go ahead with phase 1 - board agreed
13. Policies To review	Board has reviewed all policies accepted and moved Sally by Second Daniel Financial planning amendment to delegated authority with the current amounts Increasing by \$500 each Moved Sally Second Bevan
Emergency preparedness as a standing agenda item	
Personal Grievance	
Protected Disclosure	

<i>Student dress expectations</i>	
<i>Classroom Release Time</i>	<i>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</i>
<i>Financial delegations</i>	
<i>Health and Safety</i>	
<i>Two night Camp - Finlay Park 2024</i>	<i>Two night camp confirmed for year 6-8 students from afternoon of 3rd March-5th March</i>
Property	
<i>Blind for front office doors</i>	<i>Health and Safety if we went into lockdown and were all in office area \$366 including gst.</i>
<i>Work bench for seedling mahi</i>	<i>Jon the community member supporting our students with the eco sourcing of seedlings has offered to create a work bench that the children can use outside by the greenhouse.</i>
<i>10YPP planning</i>	<i>Worked through the SEPE for ministry and consultant - next meeting on Thursday 2nd Nov at 10am - Tim, will be talking through plans before end of year</i>
<i>School Van</i>	<i>External organisation sorted - LT400. Direct tech -serviced and addressed</i> <i>COF approved - Direct tech sorted those end of Nov</i>
<i>Oak tree</i>	<i>Some thinning required to limit drop into swimming pool, 7kg of leaves/acorns removed</i> <i>Next phase - gutters check and new carpet for the Senior Room</i>

<p><i>Small Rural Schools property programme</i></p> <p><i>School projects - Board funded breakout space and trackable covered decking(update)</i></p> <p><i>Paint Machine</i></p>	<p><i>Whole school to be painted in January - all going well with weather</i></p> <p><i>Progress on board funded teaching space - quote for building itself and first quote for electrical work. Other electrician quote, Meridian fund application option for contribution (with naming rights). Amanda has spoke to Meridian and they will consider sponsoring this building so I will put this application in for 2024</i></p> <p><i>Richard will try again with getting lines done, waiting on fine weather</i></p>
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<i>Meeting Closure pm</i>	
<p><i>Board Self Review</i></p> <p><i>Board Meeting dates for 2024 - Feb meeting date to set</i></p> <p><i>February 27th Tuesday send invite Lorna</i></p>	

Signed by _____(Presiding Member)

