



Waitetuna School

Together we are growing the seeds of success

Na tō manaaki, na tōku manaaki, ka puawai mai nga kākano

1. Attendance & Welcome to June 2022 Board Meeting

Amanda, Sue, Bevan, Daniel, Sally

2. Apologies / Declaration of conflicts interests

Lorna(apologies)

3. Confirmation of March minutes

Moved by Daniel Secoded by Sue

4. Matters arising

Trail Run committee reformed to ensure Trail Run can go ahead this year, have had a parent offer to learn from Lizzie the running of this event, and more have offers of support have come to help in other ways, Trail Run committee to report to Board.

- A couple more offers have come in and those people are working with Hamish and Julie Ormond to learn the ropes*

5. Correspondence

Jennie Vickers said she can run the school board elections, will be back from the Uk by end of June and will oversee and organise then. The timeframe works well based on the Mid September election date.

Elections information available.

If Jenny isn't able to and can't be back in time Amanda has been told about CE partnership organisation

Parent rep election quote \$1100

Staff election \$275

All costs covered by the MOE

Amanda to approach Jenny re forgoing being the returning officer and we go with the company recommended to Amanda.

6. Guests

7. Governance

Principals report - Amanda spoke to the main points

Shared and read by Board. Moved by Sue seconded Daniel

Strategic Aims

Tiriti o Waitangi, Living Curriculum, Te Whare Tapa Whaa

Staff have worked on gaining a wide variety of assessments - ready for mid year reports

Student voice - group discussions - Amanda continues to meet weekly to get student voice on a range of school and wellbeing topics.

Literacy Maths progress data analysis in term 3

Digital technology curriculum areas progress outcomes data

Science/Technology learning in schools - NZSTA said schools to review where they are at with this. Discussed with board. Topics like rockets have been discussed at home. Digital fluency is getting stronger and supports problem solving.

Te Ara huarau

Profile report - additions from ERO superiors - to be agreed on. Amanda to discuss with Lee the minor changes in wording and let the board know the reasoning and the way forward for finalising. Rationale section only issue.

Staff and I will continue to be explicit and support students and families with their child's wellbeing and their connections in all areas of Te Whare Tapa Whaa, collection of qualitative data will make connections of support for students and share our journey with ERO. This is part of teacher Professional Growth cycle and our own learning journey.

Principal appraisal 2022

Amanda's performance appraisal documentation began, wording on goals linked to ERO evaluation focus also and mahi with Lisa and Te Whare Tapa Whaa. Fiona and I have worked on this and we are meeting again on the 27th June.

Covid	Postponed disco - moved to 1st July
9. Personnel	
Job share with Brenda	<p>Amanda is meeting with a teacher on Thursday to cover the Thurs/Friday in term 3 and 4.</p> <p>Recruitment option - Overseas teacher recruitment: Reactivating supporting incentives</p> <p>We are reactivating the overseas finder's fee (OFF) and overseas relocation grant (ORG) to help schools and kura that choose to recruit teachers from overseas.</p> <p>The OFF and ORG will be available from Friday 1 July to align with the new Accredited Employer Worker Visa (AEWV) being introduced by Immigration NZ on 4 July 2022.</p> <p>For more information on the AEWV, see our bulletin last week.</p> <p><u>International recruitment – School Bulletin 17 May</u></p> <p>About the incentives</p> <p>The overseas finder's fee (OFF):</p> <ul style="list-style-type: none"> • supports school, kura and ELS to cover the costs involved in recruiting qualified overseas teachers • up to \$3,450 (GST inclusive) per school, kura <p>The overseas relocation grant (ORG):</p> <ul style="list-style-type: none"> • supports a qualified teacher's move to New Zealand for a teaching role • up to \$5000 (GST inclusive) per teacher <p>Who the OFF and ORG will be open to</p> <ul style="list-style-type: none"> • Any secondary school (excluding independent schools). • Hard-to-staff primary schools (excluding independent schools) that are defined as being over 3.0 on the Isolation Index or in deciles 1-3. <p>To be eligible for either of these grants, the qualified teacher must arrive in New Zealand on or after Friday 1 July and must not be entering the country under the border exception scheme, which is now closed.</p>
10. Marketing	

12. Finance	
Finance - Daniel	<p>Payments approved for end of June moved by Daniel seconded by Bevan</p> <p>Credit Card payments approved for moved Daniel seconded by Sally</p> <p>Treasurer (Daniel) has checked and reconciled all payments over \$300.</p> <p>Board approval of financial statements . All</p>
End of 2021 year Financial statements	<ul style="list-style-type: none"> - Audit approved. Audit Management letter discussed - Copy sent to Ministry and loaded on our website
Ed pay	Changes to pay cycle- earlier cut off time
Reimbursement	We are able to claim for Covid 19 staff sick leave expenses for support staff (from day 1) and for teachers(after 4 days) if we get in replacement staff to cover. This was in term 1 and is continuing in term 2.
Principal wellbeing package	<p>All principals - year 1, 2 and 3 received some one off funding. Amanda received \$12000.</p> <p>Potential purchase list</p> <ul style="list-style-type: none"> ● Professional development around leadership - UoW ● Support for some Friday (senior room) class release for Amanda ● Leadership team development -visiting other schools/ learning etc- Amanda and Robyn ● Art Therapy opportunity ● Going forward teacher and principal wellbeing day off site <p>Board accepts wishlist subject to available budget</p>
Travel Fee	<p>Travel fee waived for remainder of 2022</p> <p>Travel fee to be re examined in 2023</p> <p>Moved- Sue</p> <p>Seconded- Sally</p> <p>Will share in subsequent newsletter</p>
Photocopying - new contract option	New potential provider (Print Matters) has suggested that paying out the Ricoh contract penalty (contract finishes in August 2023) will still be cheaper if we go with Print Matters. There seems to be a significant cost reduction in both black and white and colour printing. Amanda to confirm this cost reduction.

13. Policies To review	<i>Board has reviewed all policies accepted and moved by Sue Second by Bevan</i>
<i>Community social media expectations</i>	
<i>Publishing of student information/images</i>	
<i>Third party Providers</i>	
14. Health and Safety	<i>Nothing to report</i> <i>Going forward fire alarm practice coming up and lockdown practice next term</i>
<i>Maintenance register</i>	<i>Property - Bevan signed off</i> <i>Sue to donate some decking, Bevan to replace a small section that has warped</i> <i>Bevan to look at concrete plaster option for coating exposed sharp rocks in play area</i>
15. Property	
<i>Cyclical Maintenance/Painting Plan</i>	<i>In place</i>
<i>Cleaning of roof</i>	<i>Keith from Tudor Paints to do in school holidays. Quoted \$1700. approved Daniel, second Sally</i>
<i>Carbon Neutral Government Programme</i>	<i>The Carbon Neutral Government Programme (CNGP) aims to make selected government organisations carbon neutral by 2025.</i>
<i>CCTV quotes</i>	<i>One of the quotes was \$6300 for two cameras, one at front and one at side of school. Cabled in option.</i> <i>Second quote slightly over \$4000. Not cabled in (not available to be checked remotely).</i>

Amanda to consult with John the handyman in Raglan over other possible options

Meeting Closure 7.16 pm

Evaluation - great meeting

*Board Self Review -
BOT meeting Dates for 2022*

June 21st

August 16th

September 20th

November 15th

December 6th

*Board meeting finished at 7.32pm
Next Board meeting - August 16th 2022*

Signed by _____ Chair Person(Presiding Member)