

CONFIRMED MINUTES

BOARD MEETING



At the **Board Meeting** on **22 Sep 2021** these minutes were **confirmed as presented**.

Name:	Maungaraki School Board of Trustees
Date:	Wednesday, 1 September 2021
Time:	7:30 pm to 8:23 pm
Location:	Zoom meeting, https://itp.nz/paul (open in a browser, redirects to a Zoom room)
Board Members:	Chris Cowman, Julie McDonald, Lizzie Briscoe, Megan Hurley, Paul Matthews, Shane Robinson, Wayne Church
Attendees:	Darian Schulz, Tania Potaka
Apologies:	Kaylee Gibbs

1. Regular items

1.1 Prayer and Karakia

1.2 Present and Apologies

1.3 Interests Register

1.4 Confirm Minutes

Board Meeting 23 Jun 2021, the minutes were confirmed as presented.



Carried

True & Accurate

Decision Date:	1 Sep 2021
Mover:	Shane Robinson
Seconder:	Chris Cowman
Outcome:	Approved

1.5 Action Item List

Due Date	Action Title	Owner
24 Feb 2021	Board Self Assessment checklist Status: In Progress	Paul Matthews
24 Mar 2021	Strategic Aims - Meet & discuss Status: On Hold	Paul Matthews
9 Jun 2021	ERO Review with Board Status: In Progress	Shane Robinson

Due Date	Action Title	Owner
8 Jul 2021	Coffee with resident Status: Completed on 2 Aug 2021	Shane Robinson

1.6 Principal's Report

Due to being in Alert Level 3 we started with an update from Shane on how the lockdown is going.

- Discussed the lockdown and the impact on the school community. We were prepared for the change in levels having done work in this area.
- We reached out to families to check who needed devices to support the online learning. Approximately 20 were delivered out to those who needed them. We were not aware of any connectivity issues among our families.
- Zoom meetings are being held across the school and daily tasks are being shared with each class. Teacher Aides are engaging with students who need extra support. Staff are doing great at keeping people engaged.
- Team Leaders are monitoring staff wellbeing. We are having daily zoom catch ups which include some fun activities so there are lots of opportunities to stay engaged.
- Shane contacted about 40 families to get feedback on how online learning was going, feedback was positive.
- Under L3 we have about 15 children attending school, not all are attending every day. We have created 2 bubbles with minimal staff onsite to cover this.
- The building of the deck was able to start at L3 and we have been able to move this forward to take advantage of minimal children being at school.
- BOT are appreciative of the work being done by staff and would like to pass on their support and thanks.

Strategic Aim - these reports have been held over to the next meeting so they can be presented face to face.

Production - the leadership team will meet to decide what we can do to enable the Production to go ahead. It can't take place in it's current format until we dropped to Alert Level 1.

HEART day - this was held in week 3, was very successful, thanks to Chris for organising.

Roll numbers - we are sitting at a roll of 381, look to discuss the numbers for 2022 in more depth at the next BOT meeting.

Term Dates - Agreed to adopt these as presented. The start of 2022 will be Wednesday 2 February and the last day will be Friday 16 December. This includes the new Matariki public holiday on 24 June. There are no additional NZEI teacher only days to be used.

PD application - this was declined. It has been resubmitted with updated supporting information and we are hopeful of hearing back early September.



Staff thank you gift

Shane, Paul and Kaylee to meet and discuss.

Due Date: 17 Sep 2021
Owner: Shane Robinson



Principals Report

Moved - Principals report is accepted

Decision Date: 1 Sep 2021
Mover: Wayne Church
Seconded: Megan Hurley
Outcome: Approved

1.7 Finance Report

- Staffing is tracking well with a plan in place if staff sickness starts impacting.
- The Home & School will go above projected income.
- We will over spend on Water Rates as there is a leak. We are working on locating and fixing this.
- The school is in a healthy financial position.



Finance Report

The Finance report is accepted

Decision Date: 1 Sep 2021
Mover: Lizzie Briscoe
Seconded: Julie McDonald
Outcome: Approved

1.8 Property Update

- The Outdoor Learning area / deck is currently being built.
- Heat pumps - these are scheduled to be installed in the Term 3 holidays. We will check with Clint to see if this may be delayed due to lockdown.
- Flying Fox - The quote has been received, it needs a running space of 5m wide by 30m long. We will consider where this will be placed, it may be on the bottom field.
- Swing set in new playground - this will need to be moved to the other end of the area to accommodate access to the new classroom build.
- Library build - we should know who the successful tender was in a week or two. Caro would like to discuss colours with Alex if anyone else is keen to be included in this conversation.

Report Tabled.



Heat Pump installation

Contact Clint to see if the Heat Pump instal will be delayed due to lockdown.

Due Date: 10 Sep 2021
Owner: Shane Robinson

1.9 Policy

On hold until the next meeting

2. Strategic Discussion/Decision

2.1 Strategic Aims

Due to the meeting being in lockdown L3 we have delayed this until the next BOT meeting

3. External Updates

3.1 Home & School Update

- Calendar art is underway.
- Market Day - a decision will be made if this is held in Term 4. If it is held the H&S will support.
- If we have surplus H&S funds, Nicola Prichard will put a proposal forward to support EOTC activities at the end of the year.

3.2 MCA Update

The MCA will have a Grants Agreement in place so they can gift funds to the school for the Field and Projector.

4. Public Excluded / In Committee

5. Close Meeting

5.1 Close the meeting

Next meeting: Board Meeting - 22 Sep 2021, 6:00 pm

Approved decisions made between meetings



Approval of Grant Application

That the school applies for a grant of \$4898 from Four Winds Foundation to purchase 10 new iPads and cases;

7 Supported: Chris Cowman , Shane Robinson , Wayne Church , Paul Matthews , Lizzie Briscoe , Megan Hurley , Julie McDonald

0 Opposed:

0 Abstained:

Decision Date: 10 Aug 2021

Outcome: Approved

Next meeting: 6pm, Weds 22 Sept 2021

Signature: _____

Date: _____