

## Board of Trustees

Wednesday 3<sup>rd</sup> November – 18.30 pm



### 1. Welcome/Karakia

#### 1.1. Present/Apologies

**Present:** Caine Webster (Principal), Brett Hall (Chair), Maria Breuss-McBride (Staff Representative), JoAnn White (Property), Manuela Hodgson (Secretary), Simon Jones (Finance), Libby Tuite (Health and Safety), Kate Scott (Cultural Competence)

**Apologies:** None

### 2. Declaration of Interests

None

### 3. Confirmation of the Agenda

#### 3.1. Additions

- 3.1.1. Auditor Report
- 3.1.2. William Pike Challenge
- 3.1.3. Term 4 BoT comms
- 3.1.4. Potty Planters Sales day
- 3.1.5. Last meeting before Xmas and celebrations

### 4. Minutes of the previous meeting

**MV: Acceptance of minutes dated 16 September 2021**

**Accepted: Brett, Simon**

### 5. Action List:

The action list is updated.

- BoT presence maybe for new families when they come for school visits
- Grant application for playground needs a recent quote. Go for replacement rather than repairs.
- Structured Literacy update at the next meeting

### 6. Correspondence:

- Education Gazette
- 2022 Board Elections
- Auditor's report

### 7. Principals Report (Items for Information)

7.1. Caine talks through the new structure for next year and who will be teaching in which class. Explanation of the new appointments.

7.2. Principal's actions:

- 7.2.1. Short discussion around library relocation. Possibility to purchase a mobile building from TG.
- 7.2.2. Application from out of zone student for next year 7. We are unable to accept any out of zone students.

7.3 Covid Vaccinations for staff: In the process of getting vaccination proof from all staff. We have knowledge of two staff members who are not vaccinated yet.

Discussions around options what we can do if the teachers won't get vaccinated by the 15<sup>th</sup> of November. Caine will update the board about any development.

7.4 Property: Drive up to school needs asphaltting

Action: Caine to contact PCL about a quote for the drive asphalt

**MV: Accept the principal's report: Brett, JoAnn**

8. **Finance:** Figures for September accepted: P&L, Invoice report, balance sheet and uncommitted funds

**MV: Accepted including audit report Brett, JoAnn**

9. **Health & Safety**

- Nothing significant in the accident report
- Covid 19 vaccination mandate – already discussed during principal's report
- 

10. **General Business**

- William Pike Challenge
  - o Maria suggests to do this for the year 7 and 8s instead of camp and would like feedback from the BoT
  - o Discussions around value, admin work load, costs
  - o Looking at alternating camp and William Pike challenge (starting in 2023)
- Bot comms:
  - o Potty Planters
  - o Building Works update
  - o JoAnn will draft
- Prizegiving
  - o Discussions around options for level 2
- Christmas
  - o For the staff, proposing either after school or breakfast, give the staff an option in week 8

Action: Caine to find out from staff what they would prefer and get back to BoT

Next meeting Thursday 9<sup>th</sup> December 2021

Chairperson:  (Brett Hall)

Date: 8/12/21