

**MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD ON WEDNESDAY 12th MAY 2021, 5.00pm**

ADMINISTRATION

Welcome

Cameron welcomed everyone to the meeting and led them in Karakia. Also welcomed Craig Tucker who was presenting PB4L and Attendance Reports to the Board

Present

Cameron Davis (Chair), Steve Wadsworth (Principal), Paige Croad (Staff Rep), Simon Ellis, Mike Deuchrass, Jane Campbell, Marius Adendorff & Nathan Lyall (Parent Reps).

In Attendance

Jacalyn Reid (Minute Secretary)

Apologies

None

Declaration of Interests

Noted as they arise

Confirmation of Previous Minutes

Minutes of previous Board meeting, which were previously circulated, be signed as a true and accurate record.

Moved - Cameron

Seconded - Simon

MONITORING & REVIEW

PB4L Report

Report was previously circulated and read. Craig went over the Report for Term 1 and highlighted certain points;

- Deliberate hitting seems to have increased, more so with boys than girls.
- Wednesday is the day with most incidents occurring.
- Yr 3 boy is still on a playground plan.
- RTLB working with 4 boys on a Social Skills Programme.
- President's Prize Box is a good idea - students nominate someone displaying school values.

Attendance Report

Previously circulated and read.

- School attendance rates are quite positive.
- 'Rock On' meetings held, with Attendance Service, twice a term for reporting on poor attendees. Discuss non-attendance and get ideas from other schools how they handle things. Police and Oranga Tamariki are also involved in 'Rock On'.

Principal Report

Previously circulated and taken as read. Steve highlighted the following points;

- Student Mid-Year Reports - looking to focus more on Learner Muscle Progress development, but will keep the report the same at the moment until such time.
- Due to rising New Entrant numbers in Room 1, a Junior Team teacher will be required to start Term 3. Initially part-time, working every day up to lunchtime (17 ½ hours), then full-time from Term 4.
- Caroline Loo has advised that she is no longer able to work with Winton School students. Steve currently working on finding a replacement for Caroline.

Steve moved to accept Principal Report

Seconded - Nathan

Finance Report

Previously circulated and read.

Mike went over figures for month ended March 2021. Everything tracking along nicely

Mike moved to accept Finance Report

Seconded - Jane

Property Report

Previously circulated and taken as read.

- Learning Support Space - tender documents done.
- Junior Block roof - Builder to carry out repairs on Friday - fix flashings only.
- Gary Oliver, School Support, had meeting with Steve. 10YP has been approved.
- \$70,000 for LSC Office/Staffroom job - work may be done in July.

- If we want to continue with School Support for Project Management purposes for future jobs then we will have to re-appoint them.
- Tech Block - hopefully get work started end of 2021/Term 1 2022. \$960,000 has been put aside for the next phase of this upgrade.

Moved - Simon

Seconded - Cameron

Policy Review

Child Protection Policy was tabled for review.

- Name of Act updated to Children and Young People's Well-Being Act 1989
- Paragraph 2 was reworded and amended.
- No 9 - remove statement

Child Protection Procedures was tabled for review.

- Under Disclosure Procedures, sentence 'Respond to the person.....tell you' amend to read 'Respond to the person (child or adult) calmly and listen to what they tell you without judgement.'

Moved to ratify policy& procedures - Cameron

Seconded - Simon

Code of Conduct

Issued to board members for completion.

Self Audit Checklist

Board Admin & Curriculum Self Audit Checklists were tabled for review and completed.

HEALTH & SAFETY

H&S report previously circulated and read.

DISCUSSION

School Charter

Nag 1 (SA3 & 4) and Nag 3 previously circulated and read.

Technology

Curriculum Review

PMI is in raw format at present. Action Plan still to be completed. Will present at next meeting, when Action Plan will have been completed.

ADMINISTRATION

Correspondence

As listed.

MEETING CLOSURE

Date of Next Meeting

16 June 2021

Meeting Closed

Meeting closed at 7.00pm

Signed as a true and correct record

..... Chairperson