



Vision: Leading our Learning - Whai Akoranga.

Mission: We want equity, excellence and belonging for all our students.

Values: Together we are - **R**espectful, **A**daptable, **C**reative and **K**ind.

Ward School Board of Trustees Meeting Minutes

Date: Wednesday 11th May 2022, 7pm via ZOOM

Item No	Agenda	Motions	Person responsible	Meeting due date
1.0	Welcome:			
2.0	Meeting Protocol			
2.1	Present: Deborah Klenner, John Hickman, Simon Todhunter, Carey Huria, Hannah Throssell , Locky Taylor, Keiran Hickman			
2.2	Apologies: Shelley Bedingfield			
2.3	Alterations to the Agenda:			
2.4	Declaration of interests: None			
3.0	Meeting Administration: Minutes of the previous meeting - MOTION will be proposed by the Chair that BOT Minutes Tuesday 22nd March were a true and accurate record. Minutes to be signed	John Hickman		
3.1	Correspondence: Inward Board Correspondence: MTC new Location Piriathi Term 1 Newsletter Outward Board Correspondence			
3.2	Matters Arising from Correspondence:			
4.0	School Charter and Key aims: BOT ERO Review Tuesday 17th of May at 4.30 - 5.30pm Discussion about ERO indicators and purpose of the meeting. Please read this background material		All	
4.2	School Docs Policy Review: Instructions for online Policy Review Policy Review Schedule 2022 Policies for BOT review Term 2: Reporting and Recording Accidents and Incidents Behaviour Management , COVID 19 Orange Level update and Risk Assessment The above policies will be reviewed by the Board and discussed at the next meeting.		All	Next Meeting
5.0	Financial Reports: MOTION: to ratify the March Financial accounts and the April Financial Accounts as true and accurate. Motion: Simon Todhunter Secoded: John Hickman In Favour: All	Motion: Simon Todhunter		
5.1	Property Report: Watertight Committee Update Effilent Project Issue and Repair Hedges, Native plantings, pool heating		Carey/Kieran	

	<p>Kieran and Carey met with Jody Nichols our property advisor from MOE. Jodi will be including the switchboard and the additional windows work in the submission for additional supplementary budget this year - we will know if this has been successful in June/July.</p> <p>We discussed the possibility of having the MoE minor works team delivering all your 10ypp – the advantage for the school is that there would be no PM fees and I imagine they would bundle all projects into one and engage a single contractor for all the work.</p> <p>Nga iti Kahurangi We are part of Nga iti Kahurangi programme which has recently announced that they will include carpet tiles with an acoustic and thermal underlay for any primary classroom spaces.</p> <p>Ventilation in Resource Room - Windows are unable to open therefore CO2 levels will be monitored and sent to property advisor.</p>			
5.2	<p>Funding Applications: Redwood Trust funding application: Motion: To apply to the Redwood Trust for a \$7K grant for the swimming pool heat pump. The BOT will contribute \$7K towards the total of the \$14K project. Motion: Kieran Hickman Secoded:Hannah Throssell In Favour: All</p> <p>Pelorus Trust funding application: Motion: To apply to the Pelorus Trust for funding for the playground redevelopment project. Motion: Hannah Throssell Secoded: Deborah Klenner In Favour: All</p> <p>Playground update: Thank you to Simon, the BOT and the team who contributed to the massive property clean-up recently.</p>	<p>Motion: Kieran Hickman</p> <p>Motion: Hannah Throssell</p>	Kieran / Hannah	
5.3	<p>SUE Reports: John Hickman has checked the processes and authorisations used to make payments to staff members, including the payments made to the principal and others in the school with payroll responsibilities.</p>		John / Carey	
5.4	<p>Personnel Update on Roll Review Staffing. Roll review will be submitted on Friday. Expectation is that we will be able to advertise for a new teacher.</p>		Carey / Locky	
6.0	Monitoring			
6.1	<p>Principal's Report: BOT Principal's Report May 2022</p> <p>MOTION: That the Year 7 and 8 Leadership Camp go ahead on June 1st/2nd. Motion: Carey Huria Secoded: Deborah Klenner In Favour: All</p>	<p>Motion: Carey Huria</p>	Carey/John	
7.0	Meeting Closure 9pm			
7.1	Agenda items - for next full Board meeting Wednesday 15th June, 5pm.			
	<p>In Committee - MOTION: I move that the public be excluded from the following parts of the proceedings of this meeting, namely, Personnel — The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: Ground(s) under section 48(1) for the passing of this resolution</p>			

	<p>— — —</p> <p>*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: [give particulars)</p>			
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Signed: _____



Date: 22/3/22