

Minutes of the Waiau School Board of Trustees Meeting
held
25th May 2022, 7.30pm

1. Administration Matters

1.1. **Present:** Ms Walker (Principal), Mrs Annabel Harris (Chairperson),
Mrs Ferguson (Teacher Representative), Mr Hamish Galletly, Mr Henry Pinckney,
Mr Paul Clemens, Mrs O Pinckney (Secretary).

1.2. **Apologies:** Mrs Courtney Pemberton

1.3. **Minutes** from the meeting of 6th April 2022, having been circulated, were accepted as read.

Harris/Ferguson

Correspondence: None

Declaration of Interests: None

Resolved that the above administration matters be accepted

Harris/Walker
Carried

1.0 Public Excluded Business

N/A

Karakia

2.0 Leaders Report: Ms Walker's report was tabled

Health Curriculum

We have updated the Abuse Recognition and Reporting on School Docs.
Look to bring forward our whānau wellbeing survey to week 9 of this term.

Outdoor Education

Discussion over the idea of doing a second/third day for our Annual Ski Trip. Mr Pinckney to talk to Hamish Simpson about cost. If cost is acceptable, look at seeing if there is any interest from parents.

Property

On the 10th of June, Tracey from SSL and Braden at Maguire & Hartford (who is currently working at 2 other local schools for SSL Consulting) are coming to look at the design works required around the roofing, LSC space & Block 1 Toilet Modifications they will then submit a fee offer to the school.

Marcus Jamieson from MoE Property is visiting on June 15th.

Board Property

14 Montrose Street - Look into quotes for installing a heat pump. Mrs Pinckney to look into quotes for a new heat pump or a price of reusing the Pinckney's 3 year old heat pumps they have in storage. Will probably need to install one at Lyndon St as well.

We have received two quotes back to remove the old tile drains and replace with pvc pipework to reduce/eradicate the problems we are having with the tree roots affecting the sewerage drainage at House 1.

Moved that we go ahead with Pump Services quote to replace the tile drain at the principal house with 100mm pvc pipe.

Walker/Galletly
Carried

We have received a quote for replacing the locks on our school doors to comply with the requirements of the Work Requirement Notice (WRN) we received. The board is happy for us to proceed.

Moved that we go ahead with the Hammers Solutions quote of \$2740.85 for replacing the door locks.

Walker/Clemens
Carried

Data Reading and Numeracy

Ms Walker shares the comparable data from last year to this year's current data.

Ms Walker talks through the data graphs supplied and explains the areas that require extra acceleration. Year 3 data will be shown at the next meeting.

Discussion on how the curriculum areas are broken up during the day in the classrooms.

Ms Walker shares the data plan that the teachers have been working on as a visual aid to determine at risk students.

We will focus on writing and spelling data at our next meeting. Mr Galletly asks the question if we inform the parents if a child is not tracking where they should be. Mrs Ferguson confirms we report twice a year, with an additional 6 week report for New Entrants, student-led conferences and our end of year report. If staff have concerns about where a child is tracking they would make contact with caregivers/parents.

Discussions over student-led conferences and the possibility of holding goal setting at the beginning of the year so families understand earlier how their children are doing so they can make steps to give more support at home - this would also create a better connection between home and school. The idea was raised of sharing and encouraging the importance of home learning with families at the beginning of the year.

Target Teacher

Ms Walker would like to discuss with the board the possibility of hiring a teacher for 3 mornings a week for Term 3.

Mrs Macfarlane's room has a high number of children. The data is showing there is a need for extra support. This is where our greatest need is at this stage.

The number of students is currently 22 and we have 2 prospective students before October. Five students come through to Room 2 for literacy. This will continue. As our roll is currently 40 (2 over our staffing roll of 38) when we get a new student we will be entitled to apply for .1FTTE additional staffing (half a day a week).

Ideally we would employ someone for three mornings a week (Mon-Wed) and they would

work with a group of children from Room 1 for Numeracy and Literacy, the students would then return to Room 1 for the afternoon programme. This would be a targeted intervention to start in Term 3. The board discusses the remaining Trailride Funds from 2021. We have approximately \$18,000 that set aside for this if required.

Does the board agree to funding a target teacher in Room 1?

Figures are shared of what it might cost per term based on our teachers lowest wage. The board agreed to funding a teacher from our bulk grant using 2021 Trail Ride Funds to the amount of approximately \$5,250.00 for 1 Term. This may be extended to the end of the year if the data shows progression.

Moved that we start the process of recruiting a teacher for Term 3 for 3 mornings per week. To accelerate a group of children from Room 1.

Walker/Galletly

Carried

Sculpture

Ms Walker shares the design that has been provided by Mr Thompson for the sculpture project. The board were unaware of the size of the project and ask a few questions around the foundations of the sculpture due to its weight and size. Will the engineering be suitable and are children likely to climb on it outside of school hours (will it need softfall). Mrs Pinckney to email Warren with these questions.

Moved that the principal's report be accepted.

Walker/Ferguson

Carried

3.0 General Business

3.1 Governance essentials

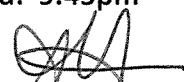
We will try to go through Effective Governance Essentials at our next meeting. Mr Galletly to look at completing an online webinar.

4. Meeting closure

Next meeting: 15th June 2022

Meeting closed: 9.45pm

Confirmed:



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(Chairperson)