

BoT Minutes August 6th 2019 @ 6pm - 8.40pm

1. Administration

- 1.1. Roll call: Present Elaine, Matt, Robert, Jackie, Eve, Barbara, Gary, Jo
- 1.2. Declaration of interests
 - 1.2.1. Elaine declares interest re decision about hiring caretaker (as caretaker may be her partner)
 - 1.2.2. Parents declare interest re parent donation review (part of mid-year budget review)
- 1.3. Confirmation of previous minutes agreed, with minor changes.
- 1.4. Correspondence in:
NZSTA Letter to BOT re Lump sum Payments to Teachers
- 1.5. Meeting planning

2. Matters arising

- 2.1. Assessment Data: Tabled and discussed (see Principal's report below).
- 2.2. Charter targets - Mid Year review - See Principal's report
Sean coming 7 days this term (one day per week) - has interest in Science and Technology.
Barbara queries teacher funding as pertains to request from Parents that we see if Rama can be employed as a teacher aide on Thursdays this term when she is not here on practicum. Eve still to check.
- 2.3. NAG3 Confidentiality
Deferred until the next meeting. Eve to take in new info re latest legislation on Oranga Tamariki reporting requirements (as provided by Elaine).
- 2.4. Robert reports on Greywater investigation - Greywater not viable here but other water conservation approaches may be more appropriate.
Toilets already have low flushing systems, and cannot reduce further.

3. Discussions & Decisions

- 3.1. Playground Update
See Principal's report
Also since the infill of the cushionfall, Eve has spoken with a parent (Shane) who has agreed to make the monkey bars.
Platform toppers arrived today; Kris is attaching platforms and topper.
Kris has said he would be happy to coordinate a roof for platform. Gary suggests hiring someone to put the roof on. John has suggested shingle lid for the roof. Gary to get a quote, and we will need one other - get from Kris?
Eve will put the playground planning document online for us.
Jo will head ensuring the last few jobs of stage one are done. Jo will ensure there is a working group before the next BOT so that we are clear on next steps.
Great to have the Playground back in action - it is felt throughout the school.
- 3.2. Nag 5 Outside Play Supervision - Review changes with regards to the swing. Accepted.
- 3.3. Budget & subsequent parent's donations review
68340 Professional development approved to add \$400 to this in budget by BOT
73025 Caretaker BOT approves unanimously that we hire a caretaker funded from the budget surplus at \$22 per hour for 4 hours a month, and that we ask the proprietors to fund a caretaker

for the same amount each month. The caretaker will need to coordinate Policy 1 tasks and Ops Grant tasks. Bot also approves unanimously setting aside \$600 for the rest of the year for this purpose.

Proprietors reps are asked to take our recommendation to the upcoming proprietors meeting. BOT would like to hire Fay for this caretaking role.

BOT unanimously accepts all changes proposed by Eve and Jackie for the 2019 mid-year budget review, as tabled in the amended 2019 Budget tabled today.

After these changes, there is a \$3371 surplus in our budget. We need to think strategically around the best spending of this and bring proposals to our next meeting.

Re-cap on what was agreed re donations; discussion of parent donation requirement re. budget surplus.

BOT agrees that the Parent Donation should remain the same for the remainder of this year.

BOT anticipates that the Parent donation request for next year will reduce.

Jo will bring this back to the Parent meeting

3.4. BOT dates - check one that is in next holidays

Matt will send email for us to respond to either 24th or 30th Sept - Matt will decide once he has our responses.

3.5. Robert brings Gerry's query re minutes and BOT meeting dates going onto our website. Eve will liase with Robert about actioning this, and will teach secretary so that links can be uploaded.

3.6. Principals Strike notice - BOT agreement to support the Principals Strike carried online by Elaine, Gary, Jackie, Robert, Barbara, Jo, Matt. Matt signed a letter of support from BOT to NZEI.

BOT asked for any implications for school/parents to be communicated, and this was done.

3.7. Roll Increase

Discussion of issues as per Principals report.

The septic is doing well but proprietors may want to wait the full year to check the performance of septic before making a decision re expanding to the full MOE roll cap. Roll at current size (26) does impact on the children, especially where there is thinning of student numbers at certain age groups. There is a need for peers within year groups, and where this is too small one child leaving can potentially create a domino effect for other children who then lack peers (particularly if this happens for older children). The school's preference is for the roll to allow for the 30 students MOE has currently capped the roll at.

BOT asks that the Proprietors reps. ask at the next Proprietors meeting for a decision to be made re roll for 2020 at the November 17th Proprietors meeting.

3.8. New Enrollment

BOT is filled in on the waitlist/teacher recommendations.

The next child on the waitlist is of an age that will work for the school. Principal will write to whanau tomorrow and invite them to begin their visits, should they still wish to.

4. Ongoing Monitoring

4.1. Driveway update - no incidents to report.

4.2. Property maintenance

4.3. Parent report (any update from Parent meeting)

4.4. Principal's report

4.4.1. Student Achievement Data for T1 and 2 2019 tabled and discussed.

Eve to remove asterisks (incorrectly applied).

BOT query re data and what is happening at different year levels. Teachers speak to this.

Principal shares that there must be more than 4 students in order to share data beyond BoT in order to maintain privacy.

BOT suggests reporting on juniors, middles and seniors separately so that we can identify any trends within these groups. Eve to ensure that this is done in the next report.

BOT found it really useful to get this feedback/data.

Worth noting that the entire learning experience is not encapsulated in this document and that all children, achieving above, below or at are being extended in other curriculum areas.

Addendum: Asset register update done. BOT accepts the Depreciation Rates for assets.

Addendum: July Roll return has been submitted to the MOE.

4.5. Proprietors report

5. Meeting Closure

NEXT MEETING 4 Sept - Eve on dinner

- 5.1. Identify agenda items for next meeting
 - 5.1.1. Nag 3 Confidentiality
 - 5.1.2. Term 3 policy reviews
 - 5.1.3. Playground plan from sub committee
- 5.2. Comments on meeting procedures and outcomes
Long meeting but we got through a lot.

Meeting Evaluation

1. What do you think was the most important item we discussed?
 - a. Budget
 - b. Assessment Data
2. What do you think was the least important item we discussed?
 - a. n/a
3. Do you think we worked effectively as a team? If not why not?
 - a. Easier to follow if Agenda
4. Did you feel able to participate fully? If not why not?
 - a. Yes
5. What for you would make our meetings more enjoyable and more effective?
N/a - so good.