



2.1.5. We need to investigate whether we can use Policy One for drains and sewerage.

**ELAINE TO DO:** write to Sarah about drainage—can Policy One cover drainage or is this expense to come from proprietor's own land funds?

DONE: Policy One can be used for drainage for the playground.

## 2.2 10YPP

Shaun invites **Fay Collins, caretaker, to join us for this part of the discussion.** Shaun welcomes Fay and grants her speaking rights.

Elanor speaks to our developing strategic plan for 2024, acknowledging:

1. the children that we have now—a highly proportion of neurodivergent and/or highly sensitive children, parents and teachers—so we really need calm outdoor spaces.
2. Climate change—impact on our immediate surrounds e.g. rain all year has made the greens playground and orchard inaccessible.
3. Our pedagogy—Outdoor Experiential Education is important
4. The BoTs responsibility to maintain things well to keep the environment safe
5. Link between 10YPP and our 2024 Strategic plan—the bigger projects that we want to have done:
  - a. -interior lighting needs to be improved for the children's needs, and also for the feeling in the school, e.g. the impact of the gloomy entranceway and cloakroom. Elanor would like to see a lighting upgrade throughout the school asap rather than piecemeal as is currently in 10YPP
  - b. -interior soundproofing (overstimulation) for example softening the flooring
  - c. -exterior playground planning for development of our outdoor playgrounds and learning and community spaces; feedback from parents since our last BoT magical outdoor spaces where children can be because they are more weatherproof
  - d. Plantings and remove the Phoenix palm for H&S reasons and to free up more green space for the kids

**Gary TO DO:** send green playspace photos from the new playground on Waiheke to Eve, Jackie or Elanor for the playground plan for 2024.

**Eve TO DO** contact Matt Dixon re. Possible music teaching for T4 or next year.

## 7.12 Kerry arrives

Notes from 10YPP discussion:

1. poor lighting in Big Room to go on Hazard Register **EVE TO DO**

2. Add to Commentary for the proprietors (i.e. our recommendations and wish list for Policy One expenditure in the plan):

1. H&S lighting standards (eg APIS consultant)
2. Acoustic standards (eg APIS consultant)—eg when lino is replaced, put acoustic pad under it. Could broken bits of lino all be replaced at the same time?
3. Neurodiversity and sensitivity needs
4. Are we paying Fay enough? Are proprietors paying Fay enough to actually project manage so that things get done.

5. We expect proprietors to spend on development. What are their plans and ideas? Particularly to enhance spaces for the children. Can they feed back to us?
6. Can we do all of the roofing at the same time? e.g.: kitchen and library at the same time?
7. Need to take climate change into account, for example it has rained ALL YEAR and so drainage of grounds and roofing over outdoor spaces (sandpit, kaitiaki tree area, firepit area) with accompanying drainage are CRITICAL.

3. Key issue with the 10YPP: no project managers assigned to the tasks, and no \$ included to pay them with.

Fay: logistics—things have changed since Covid, all the set tradespeople that I used to use have changed, so it is taking longer to line tradespeople up again, this can take longer than I am paid for. People don't turn up etc. Prices are much higher than they used to be also.

Also, I see something and I do it, and the boundaries between Policy One and OG can get blurred e.g. lawn mowing.

Jackie: everyone has to be registered to supply Code of Compliance.

Shaun: we have to factor in this additional cost.

Elanor: prices can be approx, don't need 3 quotes for the 10YPP.

Elaine: can you please keep timesheets on how long project managing is taking, to help us to understand how long this is taking, above what we are paying you for? Gary agrees. All agree with this request.

Shaun: we do a lot on good-will, so we don't have proper book-keeping of what is being provided. This should be paid appropriately.

**EVE TO DO: talk with Fay about who will project manage each job on the 10YPP, including what it will cost.**

Elanor: 10YPP should be converted into Xcel, scoping, cost and implementation fields should be added.

Kerry: In tech area, cardboard storage too big.

Shaun, Kerry: Due to all of the rain, get a dehumidifier to cycle around the school after hours, to prolong the life of everything. All agree.

**JACKIE TO DO, consider getting smart humidity sensors for each room as well.**

Elanor: Policy One: what are the proprietor's plans? We need to know.

Fay: Proprietors are concerned to keep money back for the roof, and for changes caused by the roadwork e.g. new sewerage system.

General discussion: no likelihood that road will happen for a long, long time.

General discussion: It is our understanding that Policy One can pay for outdoor classroom and landscaping, but not playground.

**Elaine and Gary TO DO: check this out.**

- 2.2.1- forward looking investments around the 10YPP,
- 2.2.2 delivery of the projects -areas we can improve?
- 2.2.3 more visibility into the funding that is being held for capital projects.
- 2.2.4 educational priorities and linking back to the MoE standards (next

<p style="text-align: center;">step is to figure out specific goals/targets)</p> <p><b>ALL TO DO:</b> add any further plans/quotes etc into the 10YPP so that we can simply approve it at the October meeting.</p> <p>Kerry: Remember that with the lower roll, there are less parents and so we need to pay tradespeople more at this time.</p> <p><b>Fay leaves 8.30.</b> Thank you, Fay.</p> <p><b>2.3 Curriculum:</b></p> <p style="padding-left: 40px;">2.5.1 supporting Principal's needs to enable the initial version of the curriculum to be done, so that it can be reviewed and revised before the end of the year.</p>		
<p><b>3. Discussions &amp; Decisions</b></p> <p><u>1. Principals Report</u></p> <p><b>Policies and Procedures</b></p> <p>All policies and procedures in the principal's report have been worked on by the sub-committee (Elaine, Shaun and Eve). All accept these with the changes made by the sub-committee.</p> <p>Some confusion about where these policies were—as they were deferred from August meeting. Going forward, Eve will move all documents that are deferred into the next month's folder. <b>EVE TO DO</b></p> <p><b>Resolution of Useful Lives</b> Tabled and approved. <b>EVE and SHAUN TO DO: Sign and return to CAS.</b></p> <p><b><u>Eve's PLD proposal</u></b></p> <p>After discussion it is agreed that while most on the board support the proposal, a formal plan needs to be presented addressing the concerns that some have, namely:</p> <ul style="list-style-type: none"> <li>• Needing to support Rama to start,</li> <li>• Could you go for a shorter period? (lots of change this year)</li> <li>• Adequate staffing support and coverage.</li> <li>• Investigate alternatives</li> </ul> <p><b>Jackie:</b> the best PLD I've ever received was the follow on from IDEC; Eve came back full of inspiration and this had a positive impact on the school and kids for a long time, and I personally learned the most from Eve after that.</p> <p>We're looking at 2-3 weeks, and the school is in wonderful shape. I would only have to work an extra 3 days and it is no big deal. It is a totally different set-up to term 2 last year, everyone is settled and working hard. It would work well at this particular time.</p> <p><b>Shaun:</b> A payoff for the school would be you being invigorated now and then having a summer on top of it to really come back heightened.</p> <p><b>Eve:</b> Thank you all for the feedback and intelligent consideration of all of the impacts. I want to talk with staff and ensure that I meet their needs. I feel that this IDEC and break will be good for me and benefit the curriculum work.</p> <p>The board will make the decision on whether or not Eve will be granted discretionary paid leave once we get the final proposal from her.</p> <p><b>EVE TO DO:</b> Send a final proposal out to all. All to communicate with Shaun. Shaun will inform Eve about the nature of the leave.</p>	Eve	15

<p><b>Hazard Registers DEFERRED</b></p>		
<p><b>4. Ongoing Monitoring</b></p> <p>4.1. Proprietors report DEFERRED</p> <p>4.2. Principal's report Decisions all discussed and made.</p> <p>4.1. Parent meeting report DEFERRED</p> <p>4.3. Property maintenance received and discussed.</p> <p>4.4. Financial Update DEFERRED</p> <p>4.5. Enrollments DEFERRED</p>	<p>Elaine Eve Parent rep Eve Jackie Eve</p>	<p>10 5 5 10 5</p>
<p><b>5. Meeting Closure</b></p> <p>5.1. Identify agenda items for next meeting</p> <p>5.2. Confirm next BoT meeting dates</p> <p>5.3. Comments on meeting procedures and outcomes</p> <p><b>MEETING END 9.15pm.</b></p> <p><b>ADDENDUM TO MINUTES: Principal's trip to IDEC Kathmandu to be paid for by Principal's Wellbeing Fund approved by the board via email 18 September, 2023:</b></p> <p>On 18/09/2023, at 5:49 PM, Chairman Shaun &lt;timatangabotchair@gmail.com&gt; wrote:</p> <p>Yes from me also,</p> <p>That gives us a consensus for you to go ahead with the trip Eve.</p> <p>I also agree with Elanor, if you are happy to deliver that to me prior to leaving I will present it at the next BoT meeting.</p> <p>Ngā manaakitanga</p> <p>Sean Davis Chairman of the Board of Trustees +64 27 238 2597</p>	<p>All</p>	<p>5-10</p>