

**MINUTES OF THE BOARD MEETING
HELD IN THE WINTON SCHOOL GROUP ROOM
5.30PM ON WEDNESDAY 10 NOVEMBER 2021**

1. ADMINISTRATION

- Welcome** Cameron welcomed everyone to the meeting and led them in karakia.
- Present** Cameron Davis (Presiding Member), Marius Adendorff, Jane Campbell, Mike Deuchrass, Simon Ellis, Nathan Lyall (Parent Reps) Paige Croad (Staff Rep), Steve Wadsworth (Principal)
- In Attendance** Jacalyn Reid (Minute Secretary)
- Apologies** Mike Deuchrass (lateness - arrived 6.03pm)
- Declaration of Interests** None
- Technology Block Upgrade** Cameron welcomed Fraser Hewett, School Support Limited, who presented plans for the Technology Block upgrade. They had taken on board the wish list from the Technology teachers and tried to incorporate these into the new design plans. Will need to shut down the Technology Block for at least one term in order to carry out the work. He advised the board to go over the plans in detail and advise him if any changes were required. Board may need to get a Quantity Surveyor to check the plans in order to get an accurate costing for the work involved - this may involve a small extra cost but could be useful in the long run. Cameron thanked Fraser for coming along to the meeting and explaining things to the board. Will get him to come back again once the Technology teachers and Property Committee had looked over the plans.
- Confirmation of Previous Minutes** Minutes of the previous Board meeting held on 29 September 2021 which were previously circulated, be accepted and approved and signed as a true and accurate record.
Moved - Cameron Seconded - Paige Carried
- Matters Arising** None

2. MONITORING & REVIEW

- Principal Report** Previously circulated and read. Steve highlighted the following points;
Principal Sabbatical
- No information has been received from Teach NZ with regard higher allowance duties.
 - Steve would like Craig to be Acting Principal in his absence.
 - Acting DP - Maryse and Bev would share this role, supporting Craig.
 - Senior Team Leader position will be available for someone for Term 1.

Staffing 2022

Steve gave an overview of proposed staffing for 2022. Still some things to be finalised.

Steve moved to accept Principal Report Seconded - Cameron Carried

Finance Report Previously circulated and read.
Income & Expenditure were both up. Will need to watch spending from now until the end of the year.
Mike moved to accept Finance Report Seconded - Jane Carried

Property Report Previously circulated and read.
• LSC Space/Staffroom Extension - work bit behind schedule on LSC space. Glass for sliding door still in Auckland, radiators to be fitted, carpet tiles to go down.
Simon moved to accept Property Report Seconded - Paige Carried

PB4L Report Report for Term 3 was previously circulated and read.
• Average 0.51 incidents per day.
• 8/18 incidents occurred in the playground.
• Thursday and Friday are most common days for incidents - students often tired.

3. MONITORING & REVIEW CONT'D

Policy Review Appraisal Policy defer until next meeting.

Religious Instruction Policy tabled for review.

Following an in depth discussion it was decided to defer this policy until the next meeting, when actual numbers of participating students in Religious Instruction programme were presented.

Financial Planning Policy tabled, reviewed and approved with slight amendment to remove 'of trustees' line 1.

Financial Condition Policy tabled, reviewed and approved with amendment.

Amend item 10 - \$1000 to \$2000 and add 'to match credit card limit' at the end of sentence.

Cameron moved to approve Policies Seconded - Simon Carried

Community Survey Analysis Results from the 2021 Community Survey were previously circulated and read.
Good response - 57% of families responded.
Steve gave a recap on results. 3-Way Learner Conferences and Progress & Achievement reporting were 2 key areas highlighted from the results.
Religious Education survey result was 53% Yes 47% No.
Discussed RE, is it necessary in schools? Currently values based instruction. However, values currently taught at school.
Discussed the 50% minority figure referenced to in the Religious Instruction Policy. How do we work out the 50%?
Will discuss this and make a decision on the programme at the next board meeting when more information is received.

Board Secretary Review Review undertaken - Board secretary happy to continue in the position.

Enrolment Review Steve requested the Board's permission to advertise 10 Out of Zone places for 2022.
Board approved his request.
Moved - Cameron Seconded - Simon Carried

**Vaccination
Mandate**

The meeting then went In Committee 7.38pm
Was moved that the public be excluded from the following part of the proceedings of this meeting.

Moved - Cameron

Seconded - Paige

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 of Section 6 or Section 7 or Section 9 of the Official Information Act 1983, 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;

Individual staff matters were discussed

Moved that meeting come out of Committee 7.50pm

Moved - Cameron

Seconded - Simon

**Technology
Block Plans**

Discussed earlier

4. HEALTH & SAFETY

**Update Hazard
& Near Misses**

Health & Safety Report previously circulated and read.
22 incidents since last report - no major incidents that require parent pick up.

5. DISCUSSION: RAISING STUDENT ACHIEVEMENT

Charter Check

NAG1 SA 1&2 and NAG 4 previously circulated and read.

6. ADMINISTRATION

Correspondence

Resignation letter tabled and accepted from Paige Croad.
Has been appointed to a new position at Cromwell College.

7. MEETING CLOSURE

Meeting closed 8.12pm

Next meeting date - 8 December 2021

Signed as a true and correct record

..... Presiding Member