

Board of Trustees Meeting
12 April 2022

Present: Celia Tymons, Katie Molloy, Natalie Peters, Tig Dalley, Britta Pilarczyk, Meredith Devonald, Mark Robb, Kate Brunner (Minute Secretary)

Apologies: None

Welcome from Celia Tymons and to a parent attending the meeting.

Declaration of Interest: None

Principal's Report

Our current roll is 243.

Our staffing is confirmed on 250. Once we are over that number, we will look at applying for more staffing.

A new class room is opening at the start of Term 2 with Paula Warman appointed to the fixed term position.

Assessment data is being gathered in Rimu and Kowhai to get baseline information. This will help the progress report at the end of the year.

Two surveys have been written to look at student engagement.

Professional Learning has continued with Jacky Young and PB4L.

Our Maker Space is almost completed and will be signed off next week. It will be officially opened the first Monday of Term 2.

Dallas Molloy has been appointed to a fixed term position from Term 2 until the end of year on a Friday for four hours to support Nicky. This will be assessed at the end of the year.

Property

Covid has meant staff shortages for the workers on the Maker Space which has delayed its completion. It will be signed off next week.

Invitations have been sent out including invitations to previous staff members.

Finance

Covid will cause a bit of a hit on our finances but we are not sure of the extent of this at present.

The cost to replace the urinals in the hall was budgeted for last year but the work was not carried out until recently. This will now come out of this year's budget which will cause an overspend in this area.

We have received two quotes for fixing the paths behind the Pikopiko block – from NZ Build and Concrete for U. Both quotes are similar.

Moved Celia Tymons, seconded Natalie Peters that the concrete paths behind Pikopiko be repaired – using either company. Meredith will contact NZBuild to go ahead with the repair.

The Literacy and IT budgets have been spent buying resources and Chrome Books.

Darfield High 5 Report – only a few minor incidents. There is quite a difference compared to last year's report with the reason why not clear yet.

Etap Accident Report

Two accidents with broken bones recorded last week.

The vaccination mandate for schools has been lifted. We have not been impacted by this.

Strategic Goals

As reported.

Supported Learning Environment.

Fostering the Unique potential of each child.

Growth of Darfield Community

A letter to the Ministry re the development of the Kōwhai block is to be written to see if we could get a rebuild instead of refurbishment. It needs to include projections of growth in our area with some evidence. Meredith would like some help to assist with the letter which will be sent to the Ministry from the Board.

The district plan at present is just proposed but this information ,including the proposed development with the sections available for development, can be included.

Action Point: The Board agrees to write to the Ministry. Meredith has shared the draft letter she has written to the Ministry regarding a rebuild for Kōwhai block.

Natalie and Celia will help Meredith with the letter. The other board members will be asked to read and contribute. The letter is to be written as soon as possible.

Moved Meredith Devonald, seconded Katie Molloy that the Principal's report be accepted.

Financial

The draft Financial Report is with the Auditor. It needs to be completed by 31 May to go to the Board for approval and sent to the Ministry.

Succession Planning

Last meeting the Board looked at the member portfolios.

The Board have agreed the portfolios will remain the same as last year:

Natalie Peters -Health & Safety; Tig Dalley – Finance; Britta Pilarczyk – Communication; Katie Molloy - Property.

Board Elections – Returning Officer.

On-line voting is available this year.

Nicky Bell is to be approached and asked if she would take on the role of Returning Officer for this year's Board elections.

Policy – School Docs

Meredith has been checking our policies

There are a few things we need to check that Meredith has picked up on.

Administration

Communication – Britta provided Board information for the newsletter earlier in the term. She will try to get something in for this week's newsletter. It will include the main points of the meeting and the opening of the Maker Space.

- Parents will be invited to the opening of the Maker Space.
- A Parent came to the Board meeting.
- Mention the elections coming up.
- Board endorses and supports PB4L.

Nicky Bell has indicated that she is happy to take over the role of Board Minute Secretary. Moved Celia Tymons, seconded Meredith Devonald that Nicky Bell is the Board Minute Secretary.

The Board thanked Kate Brunner for her amazing contribution as Board Secretary over the years.

The minutes of the last meeting have been approved electronically and are now ratified.
Matters Arising: None

No Correspondence

A link to last month's meeting reflections had been added to the agenda. Celia asked for feedback about whether using the survey monkey was successful. All agreed so it will continue for every board meeting, either survey monkey or Google.

There is an opportunity for Board Members in the following areas: Treaty, Governance Sessions. These resources are to be put on the agenda for the next meeting.

The meeting closed 8.25pm.

Signed:

Date: