

Board of Trustees Meeting  
25 May 2022 – 7pm

**Present:** Celia Tymons, Katie Molloy, Natalie Peters, Tig Dalley, Britta Pilarczyk, Meredith Devonald, Mark Robb, Barb Kennedy, Hannah Cullen, Nicky Bell (Minute Secretary)

**Apologies:** None

Welcome from Celia Tymons

Declaration of Interest: None

**Reports:**

Engagement Survey overview – Barb Kennedy & Hannah Cullen presented this report for survey undertaken in Term 1. The results from the survey were very positive.

Assessment Report – an interim report was presented by Barb and Hannah.

A WAGOLL wall is being used and all teachers are using it. Barb showed this to the Board and explained how it worked. This is working well and observations will start over the next few Thursdays. This could be used long term as an Assessment tool across the whole school.

Celia Tymons thanked Barb Kennedy and Hannah Cullen for delivering these reports.

Barb and Hannah left the meeting at 7.30pm

The Rimu Team Leader Report and Sports Coordinator Report are to be carried over until the next BOT meeting because Kiri Conrad was unavailable.

**Principal's Report**

Our current roll is 250.

The school roll at the last BOT meeting was 243.

Expected New Entrant enrolments to start in 2022 – 18

The second New Entrant class started at the beginning Term 2.

Assessment for Learning and PB4L is the main focus.

Helen Creamer and Donna Young are taking a lot of the CRT days with the students with Helen using the Maker Space and baking with the children.

Tracy Nicholson is going into classes mentoring for Storytelling. Covid setting still currently at Orange Traffic Light system where masks are encouraged with children. Staff are asked to wear masks and we are in Team Bubbles.

Celia thanked Meredith Devonald for her work and organisation with Covid and said how well it had all worked. Meredith also thanked everyone for trusting her to make the decisions around keeping her staff safe.

### **Property:**

Maker Space is open – this was opened on Monday 02 May 2022.

Rebuilding of Kowhai Block - The letter that was drafted to go to the Ministry is ready to be sent. Meredith is to check with Jackie Calcott when these buildings were actually put onto the school grounds and add this in. The current school roll needs to be updated in the letter as well. Celia thanked Natalie and Katie for helping with this letter. Celia Tymons moved that the letter be sent, seconded Britta Pilarczyk.

**Action Point:** Meredith to check with Jackie Calcott when the Kowhai buildings were put onto the school grounds and add this to the letter to be sent to the Ministry. Meredith is also to update the current school roll in the letter.

New roof on Block 1 and Block 4 – awaiting a quote for new iron and this will be paid for out of 10 year property plan.

### **Finance:**

Meredith advised of the school costs that have gone over budget.

The following will help with the 2022 budget.

Teacher Aide Pay Equity approx. \$30,000 for 2022 so will help the budget.

Hybrid Learning Grant approx. \$2000.00 this will be utilized to purchase equipment such as a GoPro.

Left over unused 2021 Bank Staffing goes into the 2022 Operations Grant. Approx. \$17336.00.

The behaviour of children has been good. Meredith advised that when we come out of our Team Bubbles a shortened lunchbreak will be trialled.

A new cleaner is being employed and she will clean the Maker Space and Pikopiko for 10hrs while Nicole Anthony will continue with the rest of the school.

Changes to the Planning and Reporting Charter are coming in January 2023.

Working Bees are needed to clean the guttering - the Board will ask the School Community to come in to help.  
Katie and Tig to arrange this.

Yr 5/6 Ski Programme – The programme will be the same as last year. The Yr 5/6 Ski Programme letter will go home to parents this week. A beginners' day is also to be facilitated for Yr 3/4 this would have to be parent driven but Meredith could get the lift tickets/passes and arrange the ski lessons. Meredith will send out paperwork for this to BOT to get their approval.

**Action Point:** Meredith will send out paperwork for the Yr3/4 beginners ski day to the BOT to get their approval.

Moved Katie Molloy, seconded Natalie Peters.

2022 Triennial BOT Elections:

The Election date is to be 07 September 2022

Paper Election to be held – ratified

Moved by Celia Tymons, seconded by Natalie Peters

Appointment of Returning Officer Nicky Bell ratified

Moved by Celia Tymons, seconded by Katie Molloy

The BOT accept Nicky Bell as the new BOT Minute secretary

Meredith Devonald moved that her Principal's report be accepted, seconded by Natalie Peters.

**Strategic Goals:**

The BOT must incorporate The Treaty and it was suggested that they get a facilitator to help guide them through implementing this. Meredith will approach Mallory Gander.

Community Consultation: Strategic Goals/Vision – a community survey is to be held re affirming our Darfield High Fives.

**Policy:**

Report tabled.

**Administration:**

Annual Stewardship Committee Meeting – Wednesday 08 June 7pm.  
BOT members to attend if possible.

The minutes of the previous meeting have been approved electronically and are now ratified.

Moved Katie Molloy, seconded Natalie Peters.

**Matters Arising:**

Rebuilding of Kowhai Letter to Ministry as discussed earlier.

2022 Triennial BOT Elections

**Correspondence:**

Letter to Ministry Rebuilding of Kowhai Classrooms

Letter Returning Officer for BOT Elections

The BOT Communication for the Community will go into the next Newsletter and Celia will do this.

Meeting Reflection: This will be done verbally at end of each meeting.

The meeting closed at 9.10pm

Signed:

Date:

