

Minutes of the Papakaio Board of Trustees Meeting
Held at Papakaio School, 11th August, 2020

Present: G Shirley, A Isbister, J Wright, E Finlay, C Cochrane, I Elliott.



Apologies: E Fisher, R Williams
In Attendance:, P Kranz (Minutes Secretary)
Meeting opened : 7.00pm
Meeting opened with a Karakia from Gary.

ADMINISTRATION MATTERS	
	Action Required
<p>Declaration of Interests: Ed stated that he is Chairman of the Hall Trust Jess and Amy stated they had involvement with Waitaki Girls High.</p> <p>Confirmation of Minutes of the Last Meeting. It was agreed that the minutes of the previous meeting be reviewed before the next meeting, and brought for approval at that meeting.</p>	
<p>Matters Arising from the Previous Minutes. None</p>	
<p>Correspondence</p> <p>In Letter from Glenavy School BoT about zoning. Letter from MoE on non-teaching support. MoE attendance report.</p> <p>Out None</p> <p>There was a discussion on the Glenavy school zoning and on the TEZ transport zoning. Given the reciprocal relationship with Glenavy School, and the lack of material impact on Papakaio School, it was felt that the school zoning as proposed in the letter be accepted.</p> <p>Moved: That the school zones as proposed by Glenavy School be accepted. I Elliott / E Finlay Agreed</p>	.Gary to convey this to them

REPORTS	
<p>Principals Report</p> <p><u>Roll</u> Gary said this is now at 127. With 2 new students coming next month and another in Sept the school was now comfortably over the 125 threshold, which was pleasing.</p> <p><u>PREP</u> Gary said it is going well, with Colin's and Mark Elliott's skills and contribution really helping.</p> <p><u>Playground Subcommittee.</u> The subcommittee has visited four playgrounds to get a better idea of what would be best for the school, and now are mostly sure of what they want to have. It is now looking at the costs of items.</p> <p><u>Building / 5YP</u> Gary said the money has still not been released by the MoE and that the delay is frustrating. He will continue to keep on at them.</p> <p><u>Principals Sabbatical</u> Gary said that the demands on his time when he is onsite at the school have meant he has had very limited chances to undertake professional development in the previous few years..</p> <p>He requested the BoT's support for a Principal's Sabbatical in term 4 2021 so he would have the time and space to improve his skills in appraisal, coaching and mentoring.</p> <p>He said there would be no cost to the school if it was granted. He suggested that, given Morgan's current workload, an outside (possibly retired) principal be brought in to cover for that term to ensure teaching and learning was maintained in Room 6.</p> <p>There was a discussion with Gary absent.</p> <p>The Board agreed with the points Gary made, but wanted staff to be consulted, and their feedback given to the Board before making a decision. The Board asked Gary to facilitate this, and that any motion to approve the sabbatical be voted on by email before the next BoT meeting.</p>	<p>Gary to action.</p>

CoL

Gary said it is working well. He was asked if there was much work being done on the transition from ECE (early childhood education centres) to primary schools. Gary said there was, with meetings twice a term to share information and to see where the transition process could be improved. This was currently on hold but was due to pick up again in term 4.

Teacher Aides Settlement:

Gary said the system for implementing the increase in pay under pay parity was not yet well established, and things needed to improve. He said that while the MoE was helping with funding the changes did have implications for Home and School in the long term. The average increase for teacher aides would be 25%. This 25% would be funded by the MOE for the next 3 years and a system of centrally funded teacher aides was 4likely to be developed.

Health and Safety Report

Cat said Year 6 are going to Clued Up Kids next week, which covers safe practice in several areas eg farms, roads.

Financial Report

Gary distributed the financial report covering the period to 30th June. Gary said that the essential message of the report expenditure was on the anticipated track and that our overall position was well ahead of last year due to judicious use of staffing. The Board said having the figures earlier would be helpful.

School Fees

The Board decided that there be no increase in fees from last year, and that they be set for only three terms, given the circumstances surrounding Covid-19.

Moved: That the above reports be adopted.
J Wright / A Isbister.
Agreed

Interim DataTarget Students

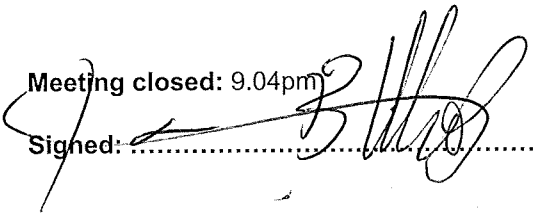
There was a discussion on the progress of target students. Gary said the loss of time at school due to Covid-19 has seen most of the Target Students fall

Gary to action.

<p>could best contribute by keeping track of the Recommendations in the reports and their implementation and the results, and by returning to the issue regularly.</p> <p>Moved: That the report as tabled be accepted. I Elliot / J Wright Agreed.</p>	
<p>OTHER ITEMS OF GENERAL BUSINESS</p>	
<p>Property The fencing of the playground is on hold while awaiting MoE approval for the funding.</p> <p>Wellington Camp Ram It was noted that preparations should be made for changes in the Covid-19 alert level (e.g. changing requirements for the use of masks). Also, given that the camp will be in Wellington, a practice earthquake drill was suggested..</p> <p>Moved: That the Wellington Camp Ram be accepted G Shirley / E Finlay Agreed</p> <p>Policies and Procedures 201 Community partnership. Gary noted how well school is doing with its website and on facebook. There was a discussion of value of School Loop, and of other platforms for home and school communication. No conclusion was reached..</p> <p>Item 3 to read: "Including, but not exclusively, facebook."</p> <p>202 Consultation Agreed to keep as is.</p> <p>203 Agreed to keep as is.</p> <p>Moved: That the above policies and procedures be adopted A Isbister / C Cochrane Agreed.</p>	<p>Gary to action.</p>
<p>IN COMMITTEE BUSINESS</p>	
<p>None</p>	

MEETING DATES	
Next Board of Trustees Meeting 22nd September 7.00pm. Room, 6 Next meeting Karakia: Ian	
Next Home & School 18th August.	

Meeting closed: 9.04pm

Signed: 

Date: 24/9/20