

Minutes of the Papakaio Board of Trustees Meeting

Held at Papakaio School, 20th October, 2020

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

Apologies: E Fisher

In Attendance:, P Kranz (Minutes Secretary)

Meeting opened : 7.00pm

Meeting opened with a Karakia from Ed.



ADMINISTRATION MATTERS	
	Action Required
<p>Declaration of Interests: None declared.</p> <p>Confirmation of Minutes of the Last Meeting. Moved: That the 'staffing' part of the meeting be deemed to have been held with the public excluded on the grounds of protecting the personal privacy of natural persons, and protecting fair contract negotiations; and that the 'sabbatical' part of the meeting be deemed to be held with the public excluded in order to protect the personal privacy of natural persons.* J Wright / I Elliot Agreed</p> <p>*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 or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the the relevant parts of the proceedings of the meeting in public.</p> <p>Moved: That the minutes as amended be accepted as a true and correct record. C Cochrane / J Wright Agreed</p>	
<p>Matters Arising from the Previous Minutes. None</p>	

<p>Correspondence In Letter re staffing.</p> <p>Out None</p>	
<p>REPORTS</p>	
<p>Principal's Report Gary added to his report, mentioning:</p> <p><u>Fencing</u> There will be a meeting this week to get this underway.</p> <p><u>Colin covering for Ann.</u> Gary said how valuable Colin's contribution was, and the BoT agreed and expressed its appreciation of Colin's work.</p> <p>Health and Safety Report Cat said an earthquake ('shake out') drill had been held successfully.</p> <p>Financial Report Gary had distributed his report prior to the meeting.</p> <p><u>Term Deposit Account.</u> There was a discussion on putting part of the money in the school bank accounts into a term deposit account. Given the need to have funds available for unexpected events such as urgent unexpected repairs, and the low rate of return, it was felt this was not worth pursuing.</p> <p><u>Staff Banking and Teacher Professional Development Days.</u> Gary said one of the effects of the Covid situation was a build up in the staff banking and PD days not used.</p> <p>The question was raised as to whether unused PD day funding from this year can be rolled into next year. Gary said that this wasn't possible. He said the conference and the upcoming teacher only days will draw on these funds.</p> <p><u>Wages and Salaries Expenditure</u> Gary said a side-effect of the Covid situation was less sick days being taken by staff, and this had meant that the expenditure on wages and salaries was tracking low.</p>	<p>Gary to pass on to Colin.</p>

Other Reports

Curriculum

The question was raised as to whether, in order to reduce the workload on teachers, Home and School could help with gathering resources.

Gary said that this would be of only very limited use as most times the resources were needed at the last minute.

PrEP

The board noted the thoroughness of the questionnaire completed by the participants, and the honesty of responses. Gary said the review of the program, of which the questionnaire was a part, focused on competencies and dispositional factors.

Moved: That the above reports be adopted
J Wright / R Williams
Agreed

IN COMMITTEE BUSINESS

Moved: That the public be excluded from the following parts of the proceedings of this meeting, namely, staffing. The reason being to protect the privacy of the individuals involved, and to protect fair contract negotiations.*

*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 or section 6 or section 7 or section 9 of the Official Information Act 1982, 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:

J Wright / I Elliot
Agreed.

Meeting moved into committee at 7.38pm.
The meeting moved out of committee at 8.33pm.

OTHER ITEMS OF GENERAL BUSINESS	
<p>Playground Development Gary said he had an epiphany while watching the kids playing. This was there was presently lots of high level playing together across age groups, and so whatever they do needed to encourage that, not create splits. He would bring a proposal for the redevelopment to the next full BoT meeting.</p> <p>Property and 5YP Michael Forgey's assistant will be working with the school on this. The money for the roof has been received. Lots of work continues to be done around the school.</p> <p>The New Classroom Gary said this is on track, and is currently out for group tender.</p> <p>RAMs for Camps Noted that as the situation with Covid can change things very quickly and that needs to be planned for. With camps held in the local region it would be easy to bring the children back quickly if that was necessary.</p> <p>Moved: That the above reports be adopted. G Shirley /J Wright Agreed</p> <p>Teacher Only Days Gary said that the last teacher's contract award settlement emphasised managing stress, with an entitlement of six teacher only days. But with the Covid situation upending things none of these days have been used.</p> <p>His plan was to use three this year and three next year. He said that while staff, under those contracts, are legally due them, it was difficult for parents because of the short period of time in which they would be taken. The board agreed.</p> <p>Gary said he would take that in consideration when the management team decided on what to do.</p> <p>The board noted that one learning from this is to plan these days as far in advance as possible.</p>	

<p>BoT Elections. The community has been advised that these positions are open and the board encouraged people to apply,</p>	
<p>MEETING DATES</p>	
<p>Next Board of Trustees Meeting Special online meeting this thursday evening 7.30pm</p> <p>17th November 7.00pm. Room, 6 Next meeting Karakia: Robyn.</p> <p>Next Home & School 24th November</p>	

Meeting closed: 9:02pm

Signed:

Date: 20/11/20