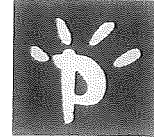


Minutes of the Papakaio Board of Trustees Meeting
Held in Room 6, Papakaio School, 20th September, 2018.

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



Apologies: None

In attendance: P Kranz (Minutes Secretary)

Meeting opened: 7.02pm

Meeting opened with a Karakia from Ed Finlay.	
ADMINISTRATION MATTERS	
Declarations of Interests. Jess declared that as an employee she is part of a CoL, albeit a different one from the one Gary leads.	Action Required
Confirmation of Minutes from the Last Meeting. Correction: Gary declared an interest with Ricoh, not Repco as minited. Moved: That the minutes as amended be accepted as a true and correct record. G Shirley/ A Isbister Agreed	
Matters Arising from the Previous Minutes Ian said that he is continuing to research alternatives to the current contract with Ricoh. Eugen is assisting with useful input. Eugen reported that Outdoor NZ will be getting back to him about training for later in the year.	
Correspondence In None Out None	

REPORTS

Principal's Report
Report taken as read.

Health and Safety
Cat reported that there have been no serious incidents. Some minor ones, with the procedures for responding to them working well.

Financial Report
Gary reported that the school is now in a slightly more comfortable position due to increased funding from his work with the CoL and the increase in roll numbers. This has given him some leeway in making staffing choices. This has meant there are now consistent relievers and Jo is now being employed for four days a week.

Moved that the above reports be accepted.
G Shirley / I Elliot
Agreed

GENERAL

Teacher Contract Negotiations and Industrial Unrest

Gary reported that it is likely that teacher aide pay rates will increase substantially in the near future. He said he has taken into account in his planning.

He also said negotiations on teachers and principals pay rates are ongoing. These are nationwide issues but the outcomes will impact both the school and the local community. Because of this he will be sure to communicate carefully with all stakeholders about any significant developments.

Building 5YA

At the time of the BoT meeting no updates have been received.

End of Year Function.

The Board said it would again let Home and School organise the end of year function. The Board said that given how well they have done

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so in the past it was pleased to have them doing so again.

Papakaio 8 Hour Challenge

Organisation/Sponsorship

Gary reported that there seemed to be a lot of interest in the event, and a very capable group of people was driving it.

Some sponsorship has been confirmed and work on getting more is in process.

Liability Issues

There was a discussion under whose auspices the event is legally being run, and the consequent issues re insurance and BoT members liability. The Board was interested in how other schools have dealt with this, and what advice from other sources is available to it.

The Board agreed there needs to be comprehensive reports from the working groups involved given to the Board.

There was a discussion of the pluses and minuses of a Charitable Trust be formed to organise the event.

The Board agreed to return to these issues at future meetings.

RAMS

Wellington RAM

Dunedin Camp RAM

Gary said that one parent had to drop out due to family matters but that Jo is now coming. Four teachers will be in attendance.

Museum Camp RAM

Moved that these RAMs be approved and accepted.

J Wright / E Finlay

Agreed


CoL Update

Gary outlined what the CoL has achieved up to this point.

He said that two years having passed it is now time to appoint the next CoL leader. An

Eugen to look at this and to arrange for a NZSTA representative to brief the Board before the next meeting and to answer questions around these issues.

Gary to oversee.

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appointment committee will be formed at the next CoL meeting to deal with this. Gary said that given the blessing of the staff and Board, as well as the other principals, he would seek to be reappointed.

Gary then left the room to allow free discussion about this.

No concerns were expressed about him continuing as the CoL leader. It was felt that things were running well under the present arrangements, and the Board gave him its blessing to reapply.

The next CoL stewardship meeting is on Wednesday next week.

BoT Succession Planning

Four board members positions come up for election in May next year.

Eugen said that while he could remain at chair till then, his intention was to resign from the Board at the end of this year. Given that, he wished to help ensure a smooth transition to a new chair.

Eugen then left the meeting to allow free discussion on this matter.

After a general discussion it was agreed to leave this for further consideration at the next meeting.

Provisional Staffing for 2019 Classes. Roll for 2019 and Teacher Aide Funding.


Gary reported that with the roll having fallen officially to 150 most likely funding for at least at the start of the year will be less than it is currently.

This, along with the likely increase in wages for teachers aides means there will be increased pressure, especially on Home and School, for fundraising to help fund them.

R-Unit Recommendation

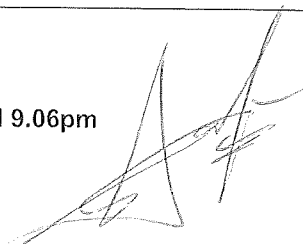
Gary reported that he had canvased staff about where the R-Unit money should be directed. The consensus was that it go those working on environmental and sustainability issues.

The Board unanimously agreed to this.

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IN COMMITTEE BUSINESS	
None	
POLICIES REVIEW	
<p>601 Planning and Compliance Procedure Consideration deferred to the December meeting.</p> <p>604 Privacy of Information Procedure Item added:</p> <p>10: Please further information refer to Policy 506 - Social Media Guidelines.</p> <p>606 Crisis Communication Plan</p> <p>Item to be removed:</p> <p>If a mistake has been made by the school and requires a media statement, it will be managed with the front up, fess up, fix the problem rule</p> <p>Policies 604 and 606 reviewed and renewed.</p>	
OUTCOME INDICATORS FOR EFFECTIVE SCHOOLS	
<p>The Board discussed the Outcome Indicators for Effective Schools as supplied by ERO.</p> <p>It was decided that this document be shared online and that trustees are to add their comments on it there.</p> <p>It was also decided that NZSTA be invited to do some training around this at the next meeting, with document to be discussed in detail at the December meeting.</p>	<p>Gary to share the document.</p> <p>Eugen to organise this training.</p>
MEETING DATES	
<p>Next Board of Trustees Meeting Thur, 15th November 2018, 7pm, Room 6.</p> <p>Next Home & School Meeting Tue, 20th November 2018, 7pm, Hub.</p> <p>Next Meeting Karakia. Ian.</p>	

Meeting closed 9.06pm



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