



Minutes of a Meeting of  
WAIMATAITAI SCHOOL BOARD OF TRUSTEES

Held on 22 May 2023 at 5.24pm



Whakatauki Claire Carran  
Karakia Nicky Severinsen

**Present:** Claire Carran (Presiding), Jonathan Young (Principal), Julian Donaldson, Rachel Napier, Kelly Martin, Juliette Stevenson, Nicky Severinsen (staff trustee)

**In Attendance:** Jill Crossan (minute secretary)

**Apologies:** Nil

**Confirmation of Minutes/In-committee minutes:**

Minutes of the previous meeting held 3 April 2023 accepted as read and confirmed.

**Matters Arising:** Nil

**Consider new items:** Library heating  
Health Curriculum

**Declaration of conflicts of interest:** Nil

**Correspondence Inwards:**

- MOE – Late meeting re Suspension
- Nexia – 2022 Accounts Audited

**Correspondence Outwards:** Nil

**Motion to accept above:** Moved: Kelly Martin Seconded: Rachel Napier

**TOTAL ROLL for May :** 490

**EOTC Policy**

**REVIEWED**

- Review options for local opportunities
- National Education Learning Priorities outlined (top 5)
- Approval for outside contractors queried. Jonathan to check the interpretation

**Board Assurances – Term 2**

- Digital Tech, Computer Cybersecurity etc (refer agenda)
- Child Protection being followed up
- Evacuation kit supplies – not in one place but is accessible within the school. Suggested for classroom blocks to have individual kits
- NetSafe night organised for parents to attend re social media

## FINANCE (Nag 4)

Payment for March 2023 Invoices \$134,573

RATIFIED

**Moved:** Julian Donaldson

**Seconded:** Kelly Martin

### **2023 Budget**

APPROVED

Estimated net surplus of \$30,000 at the end of the year

**Moved:** Claire Carran

**Seconded:** Juliette Stevenson

## **PROPERTY**

### **Universal School Bathroom (USB)**

- Plan Options received (x 4)
- Room extension approved by the Ministry
- The Board agreed Option A to be used

UNANIMOUSLY AGREED

### **Library Heating**

- Pipes corroded – replace pipework underground and use boiler to heat that block

### **Cleaning – Proposed New Contract**

- Caretaker to do critical cleaning eg toilets – 10 hours per week
- Cleaner to do vacuuming
- Cleaner can be asked to complete cleaning in caretaker's absence – extra cost
- Cleaner quoted \$55,912 for new contract / budgeted \$74,000
- Suggested for staff to be reminded of expectations ie pick up paper etc from floor

NEW CONTRACT APPROVED

### **HEALTH & SAFETY – Report presented by Julian Donaldson**

- Room 18 : Broken doorhandle – work in progress
- Electricals to be checked in Principal's office
- Little Adventure – flying fox to be maintained
- Drain at netball court by car park has root damage

### **New Native Planting - completed (bottom fence line)**

### **EOTC forms - signed off**

### **Enviro-friendly – suggested to promote re-use / recycle**

### **Australian Education and Cultural Inclusiveness Observations – shared by Jono**

- 'Teaching for Impact' : focuses on how the teaching is being done – similar to our 'Curriculum Refresh'
- ELL – 1 year with dedicated teacher
- Art
- Covered court
- Plan of school – on a board at school gate
- Specialised teachers employed eg psychologist
- PBS (Positive Behaviour Support) similar to our PB4L
- They do not use social media in school eg facebook

**MEETING EVALUATION:**

**Difference:** Yes x 7

**Student focused:** Yes x 7 (USB)

**Principal empowered:** Yes x 7

**Highlight:** 2 x Learning about another school, 2 x library heating, 1 x value of indigenous people, Inspiring for the Future, 1 x Budget, 1 x new agenda format (Hyperlinks next)

MEETING CLOSED: 6.59PM

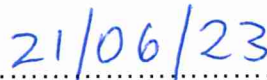
Closing Karakia – Nicky Severinsen

NEXT MEETING: 19<sup>TH</sup> June 2023

Signed as a true and correct record of the proceedings.



.....  
Claire Carran (Presiding Member)



.....  
Date