



## Board of Trustees Meeting – November 5th 2019

**Present:** Stacey Honeywill, Antony Deaker, Tristan Port, Katie Peppercorn, Bex Williams, Claire Reid

### MINUTES FROM THE PREVIOUS MEETING

No questions or issues from the minutes from the previous meeting.

**Motion:** *That the minutes are accepted from last the Board of Trustees meeting.*

**Moved:** *Katie Peppercorn* **Seconded:** *Ant Deaker* - carried unanimously

### CORRESPONDENCE

No correspondence received.

**Motion:** *That no correspondence was received.*

**Moved:** *Ant Deaker* - carried unanimously

### PRINCIPAL'S REPORT

#### ***Learner Agency***

Student surveys will be undertaken shortly in Mihiwaka and Huatea. The information will be used to plan PD for next year with Bec Galloway in order to assess progress and next steps.

#### ***Southland Principals Visit***

During the visit, there were many discussions around localised curriculum around its definition and ever-evolving curriculum needs and goals based on the community, culture, and enrolled students.

**Motion:** *That the Principal's report is received with thanks.*

**Moved:** *Tristan Port* **Seconded:** *Bex Williams*

### GENERAL BUSINESS

#### ***Property Discussions***

Since the last meeting, the MOE has informed us that since we gifted the use of the Play Centre building to another educational institution they are not allowed to be evicted from their location. This means that the Playcentre building won't count as space if we surpass a 100 roll. Beginning an enrolment scheme is one way to work with the MOE to control the roll of the school. We will invite Catherine Palmer to a BOT meeting to discuss further.

#### ***Staff options 2020***

Projections have shown there will be larger class sizes for the upcoming year. This has led to the discussion of various solutions as detailed in the staffing proposal. In order to support the teachers, the BOT may need to continue supporting a portion of a teachers salary. In 2020 we will need to be flexible and thoughtful with teaching allocation and supportive of the staff. The BOT have agreed to option one, as specified below:

- Employ .7 principal release fixed term till the end of the year
- Employ .3 afternoon teacher fixed term till the end of the year
- Stacey will remain as the CRT release for the full-time teachers and she will use the opportunity to

- teach Te-Reo
- BOT will fund approximately \$5,000 and up to \$30,000 for two teacher aides.

**In Committee 6:40pm**  
**Out of committee 6:54pm**

**Strategic Plan**

After the new plan was shared there were some excellent questions around learner agency and support of the plan. The strategic plan will be updated based on this feedback.

**Draft Budget**

Budget will be shared at the next BOT meeting on the 9th of December.

**Start and end dates of the year**

The BOT has agreed on the start and end dates of the 2020 school year. It will begin on the 4th of February 2020 and end on the 17th December 2020.

**Working Bee**

A working bee will be held from 1pm 17th of November.

**Prize Giving**

The school has surpassed the size of the Waitati Hall and it will need to take place elsewhere. DNI's auditorium is an option or the school could host it outside. Further deliberation will be undertaken with the teachers.

**Financial Report**

The school is tracking well financially.

**Motion:** *The financials are accepted as satisfactory.*

**Moved:** *Bex Williams* **Seconded:** *Tristan Port*

**Property Report**

Stacey will look into reclaiming the use of the BRCT building. All the other buildings are fine. The working bee is upcoming.

**Policies and Procedure**

School Docs have been reminding Stacey about policies and there is no change.

**Principal Appraisal**

The principal appraisal is ongoing.

The meeting ended at 7:51 pm.

**Action List From Meeting**

Action	By Who
Look at the lease with the BRTC	Stacey

**Next meeting scheduled for 5.45pm Monday 9th December 2019**

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**Chairperson**

**Date**