



The Board of Trustees Meeting Monday 13th September 2021

PRESENT: Tara O'Neill, Antony Deaker, Katie Peppercorn, Mark Sanford, Jo Clark.

Apologies: Bex Williams & Matthew McCormack.

MINUTES FROM THE PREVIOUS MEETING

Motion: The minutes from the previous Board of Trustees meeting are accepted by the Board.

Moved: Sanford **Seconded:** Deaker

CORRESPONDENCE

The Otago Regional Council have now received the Septic Tank Operations Manual.

The Board has received and discussed the correspondence and parent's emails presented by the Principal.

The Board discussed the idea around, what education looks like at Waitati School, how it's communicated and the value of more testing.

Action: O'Neill to communicate each Term a description of what's happening at school to reinforce the school's narrative.

Motion: That the correspondence was received.

Moved: Peppercorn **Seconded:** Sanford

PRINCIPAL'S REPORT

The Board discussed how much was learnt from the recent Covid19 lockdown.

The Board discussed the idea of increasing the access of computer devices to the students.

The Board discussed and advised the Principal that any sharing of stories and pictures about Waitati School students at seminars, needs to be signed off by parents beforehand.

Motion: The Board received the Principal's report with thanks.

Moved: Clark **Seconded:** Peppercorn

GENERAL BUSINESS

Waitati Enrolment Zone

Information from the Ministry of Education about the enrolment process was discussed.

Action: The school needs to collect information on new enrolments and give notice to the community. O'Neill to ask families if they intend to enrol or un-enrol children at Waitati School and then to collate this information by term 4.

Bendigo Valley Sports and Charity Foundation

Motion:

At a special meeting of the Waitati School BoT on 1st September 2021

The following motion was moved Tara O'Neill, seconded Antony Deaker.

That, Waitati School Board of Trustees gratefully accepts a grant offer of \$3,804.67 from the Bendigo Valley Sports and Charity Foundation. It is noted that the grant will only be used for the forthcoming Passion Projects and includes the following: beekeeping equipment, pottery wheel and Robot Inventor.

Approved.

Moved: O'Neill

Seconded: Deaker

FINANCIAL REPORT

The Board discussed the Auditor's fee for 2021.

Motion: The Board accepts the proposal from Deloitte to audit the accounts for 2021.

Moved: Sanford **Seconded:** Peppercorn

The Board discussed the budget and spending, particularly with staff sickness and relief staff.

Action: O'Neill is revising the budget for the next four months with Nicola Price at Solutions and Services.

Motion: The Board reviewed and accepted the financial report.

Moved: Deaker **Seconded:** Peppercorn

PROPERTY REPORT

The Board discussed the cyclical maintenance and the painting proposal from Programmed Maintenance.

O'Neill is looking into a local painting contractor's proposal to compare with the Programmed Maintenance's proposal.

The Board has confidence with Programmed Maintenance, as previous work carried out has lasted well.

Action: O'Neill to review the Programmed Maintenance proposal with McCormack.

Motion: The Board received the Property Report with thanks.

Moved: Deaker **Seconded:** Clark

POLICY AND SELF REVIEW

Policy review had paused due to the Covid19 lockdown. The current policy under review for Term 3 is : Behaviour Management.

The Board discussed the potential for a better use of language in this policy, suggesting a term for support alongside behaviour management.

The Board discussed the value of the Concerns and Complaints Procedure diagram.

- **The Board went In Committee 20:35**

The Board discussed it's responsibility regarding students with high risk behavior and their individual plans.

- **The Board went out of In Committee 20:48**

- **The Board went In Committee 21:01**

- **The Board went out of In Committee 21:03**

ANY OTHER BUSINESS

The Board discussed the need of a third signatory for Waitati School banking.

Motion: The Board agrees that Laura Mulconroy will be a signatory for Waitati School accounts and banking.

Moved: Deaker **Seconded:** O'Neill

Meeting closed: 21.15

Chairperson



Date

13/12/21