

Minutes of the Papakaio Board of Trustees Meeting

Held at the School, 22nd June, 2021.

Present: I Elliot, G Shirley, J Wright, E Finlay, L Ferguson, E Fisher, C Cochrane.

In attendance: P Kranz (Minutes Secretary)

Apologies: None

Meeting opened: 7.01 pm



Meeting opened with a Karakia from Gary

ADMINISTRATION MATTERS	
	Action Required
<p>Speaking Rights Moved: That Damien be granted speaking rights at this meeting. J Wright / E Finlay Agreed</p> <p>Declaration of Interests None</p> <p>Confirmation of Minutes. Moved: That the minutes of the Board of Trustees meeting held on the 25th of May be accepted as a true and correct record. G Shirley / J Wright Agreed</p> <p>Matters Arising From the Minutes None</p> <p>Correspondence <u>In</u> Letter from Ian standing down at BoT chair effective immediately. Letter from Oamaru Intermediate School re zoning.</p> <p><u>Out</u> None</p> <p>New Presiding Member (Chair) Moved: That Ed Finlay be appointed as Presiding Member. I Elliot/ J Wright Agreed</p>	
IN COMMITTEE BUSINESS	

<p>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.*</p> <p>E Finlay / G Shirley 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 whole or the relevant part of the proceedings of the meeting in public.</p> <p>The meeting moved into committee at 7.11pm.</p> <p>The meeting move out of committee at 7.27pm</p>	
REPORTS	
<p>Principals Report Report was taken as read.</p> <p>Gary added that next year the bus contract moves to Pearson's Coachlines.</p> <p>Health and Safety <u>Fire Drill</u> Gary said that a fire drill had been held, and that they had learned from it.</p> <p><u>Staff Wellbeing</u> Noted that this is a very busy time of year for teachers, but that they are getting through it OK.</p> <p>Gary said that the targeted supports and systems in place for target students were working well, both for the students and the teachers.</p> <p>Financial Gary was confident the School Improvement money, which has to be used by the end of the</p>	

year, would be spent by then. This is being overseen by Michael Forgie.

Interim Achievement Data, Maori Achievement

Gary said that while he and the teachers were very aware of the impact of the events of the last year on individual students the data gave a view of the effects at the group level.

He said the 'heavy tail' has dissipated, with not so many 'well belows'. There was a gathering to the middle, with a narrower band of achievement in the results, and that this was partly due to CoL moderation and an adjusted view of what "above" means.

In regards to Maori achievement, the data size was so small it is difficult to draw any conclusions from the results and unwise to take percentages seriously. He said continued focus on individual progress was the better strategy.

In regards to whanau contact, especially for the whanau of those in the Targeted Group, Gary said that his expectations have been made clear to teachers. He continues to monitor this closely.

He said the learners who are not achieving at expectation are happy at school and are in the main trying their best.

Property/ Building Report

Gary delivered a comprehensive report on the state of the buildings and up and coming maintenance.

There were questions around staging. Some painting touch-ups and other small jobs need to be looked at in the spring..

It was suggested that since it has been some time since the last working bee another could be held focused on these jobs.

Noted that the risk mitigation procedures around the use of materials and equipment (eg the mower and chemicals) need to be recorded in the risk register, and there needs to be Standard Operating Procedure sheets for these.

Survey of Primary Principals.

Noted that a major source of support for

Principal to look at.

Principal to action

Principal to action

<p>principals is their family and that this needs to be kept in mind when decisions are made.</p> <p>Moved: That the above reports be adopted. G Shirley / C Cochrane Agreed</p>	
<p style="text-align: center;">GENERAL BUSINESS</p>	
<p>The Oamaru Intermediate School (OIS) Enrolment Zone Gary outlined the historical background. He said that Year 7 and 8's are part of the leadership at school, so he was keen to hold firm on the zoning.</p> <p>Moved: That a letter be written to OIS outlining the school's stance that our zone be respected. I Elliot / E Finlay</p> <p>Agreed</p> <p>Re-Forming the Finance Sub-committee Moved That the finance sub-committee be re-established. E Finlay / C Cochrane Agreed</p> <p>It was agreed that the sub-committee be composed of Ed, Ian, and the Principal.</p> <p>Policies and Procedures Christina to send out policies and procedures for review before the next meeting.</p> <p>Opening the Bike Track Noted that while some kind of official opening event would be nice, the track was marshy now, so it needs to be after the holiday.</p> <p>Papakaio8hour Gary felt that, especially as he would be handing over some of the work he has been doing, that there needed to be new active committee members to carry the load.</p> <p>Home and School Agreed to discuss at the next meeting how Home and School would like to be supported.</p>	<p></p> <p></p> <p></p> <p></p> <p>Principal to action</p> <p></p> <p>Principal to action.</p> <p></p> <p>Ed to discuss with them before the next meeting.</p>

MEETING DATES	
Next Board of Trustees Meeting Tuesday 17th August 7.00 pm. Staffroom Next meeting Karakia: Logan Home & School: 30th June.	

Meeting closed: 8.40.pm

Signed:

Date: 1/10/21