

Woodville School Board of Trustees Monthly Minutes of the Meeting held in the Meeting Room of Woodville School on 9th March, 2021

Tabled	
Present	Gerry, Clive, Grant, Coral, Mel and Helen
Opening Karakia	Mel
Apologies	Rosie, Andrew
Conflicts of interest	Nil
Feb Minutes Matters Arising	<p><u>Moved</u> by Gerry <u>Seconded</u> by Grant to accept February 2021 Minutes. <u>Carried.</u></p> <p>The gift vouchers for Marni/Crystal have still to be done. Helen has tried to contact Smoke and Wood and will try again this week. They seem to be closed certain days but they do provide gift vouchers.</p> <p>Swimming pool - discuss in Property Report.</p>
2021 Strategic Plan Principal's Appraisal	<p>Tom has suggested he and Gerry work through the Strategic Plan. They would like to make sure that it is easy to understand and that all actions are clear and able to be monitored by all Board members. Gerry will be meeting with Tom next week and they are hoping to have the Strategic Plan all set for presentation at the next Board meeting.</p> <p><u>Moved</u> by Grant <u>Seconded</u> by Gerry to accept Tom Hullena as the Principal's Appraiser. <u>Carried.</u></p>
Principal Report	<p>Gerry went through his report in great detail.</p> <p>March Roll return – 85 children.</p> <p>Wayne Jamieson sent through the BOT nomination – Congratulations to Melissa Reiri, our new Board member.</p> <p>School lunches- have had good reports on our meals offered at the school. We also still have some parents choosing to send lunch with their child. We will be running a survey over the following weeks so will report back to the next meeting on the results.</p> <p>We now have our new chiller in the kitchen, many thanks to Grant for this. We have also purchased a cake mixer/food processor/tables and chairs.</p>

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	<p>Helen has organized the purchase of 30 new school hats.</p> <p>Discussion on teacher aide support – at least 1 hour per day is needed. Gerry <u>Moved</u> that up to \$9000.00 be spent for teacher Aide support across the classrooms. <u>Seconded</u> by Grant. <u>Carried</u></p> <p><u>Moved</u> by Gerry <u>Seconded</u> by Grant to accept Principal's Report for March 2021. <u>Carried.</u></p>
Financial Report	<p>Feb/March 2021 accounts/bank statements and invoices were presented.</p> <p>The Financial Statements for each month in future be adopted and that expenditure be ratified/paid as listed.</p> <p><u>Moved</u> by Gerry <u>Seconded</u> by Grant to accept Financial Report. <u>Carried.</u></p>
Property Report	<p>Buildings – After meeting with the Ministry last week, plans are now underway for the school Admin block to be converted into the main school. Grant will send Helen a comment to be put in the school newsletter next week explaining to the Community what is happening about the school buildings and we will go from there.</p> <p>Playground – in need of some attention now so Grant will come down one weekend and try the pins in the playmat and if it works will order more pins. A few other hazards are the concrete paths. Gerry will take photos of different areas that need doing and start looking at costs for all repairs.</p> <p>Kotahitangi Group is having their 1st Meeting for 2021 on Tuesday 16th March at 3pm. They have raised to date \$17,411.44.</p> <p>Helen made an application and applied to Waireka for some funds towards the playground.</p> <p>Ideas on the playground would be welcome – Grant looked at Kumeroa and will measure up and put a plan together. Gerry also spoke on maybe purchasing the items needed and having a working bee to install them.</p>

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	<p>Reg has cleaned out the silicone from the pool and Grant will check this out again. We have a quote for 2 options –</p> <p>Option One – To sandblast clean the floor only. To try to remedy any obvious cracks after sandblasting with Sika underwater MS urethane sealer. Apply 3x coats of Epoxy pool paint. \$13,250 + GST</p> <p>Option Two – To sandblast interior of pool walls and floor. To completely fibreglass walls and floor with a 2mm liner the cost of this work is approximately \$200.00 per sq mtr + GST. I do not have the exact square meter but at a guess would be 250 sq meters therefore ballpark costing of \$50,000.00 + GST.</p> <p>Due to the swimming season now finishing there is no urgency at present. We could maybe look at applying for funding to help with the costs of the pool repairs.</p> <p><u>Moved</u> by Grant <u>Seconded</u> by Gerry to accept property report. <u>Carried</u>.</p>
<p>Other Reports</p> <p>Policies</p>	<p>Scoping - Grant following up with other consultants at present.</p> <p>Gerry will have a look at policies that need reviewing and email the Board.</p>
<p>Inward correspondence</p>	<p>Katrina Casey 19.2.21 Release of Official Information (this includes the names of target students, their names will need to be removed before the documents are made available to the public to protect the students' privacy) National Enquiries OIA extension letter 1248444 15.2.21 Arno Bosman-response to requests for MoE building plans 16.2.21 Principals' Federation-ERO Changes 12.2.21 Lorraine Southy-Thank you and Ka Kite Ano 21.1.21 Tom Hullena 16.2.21 2021Principal Appraisal Tukutuku Korero Education Gazette STA News</p>
<p>Outward correspondence</p>	<p>Waireka Application/Meridian (\$1000 grant)</p>
<p>General</p>	<p>NZSTA – Board to dedicate some other times for their time with Sarah. She would need at least a couple of hours so having it before or after a BOT meeting wouldn't work. Grant suggested other Tuesday evenings – Clive asked for plenty of warning as he has to make arrangements for his children if his wife is away. Other Board members have said Tuesdays ok at 7pm, Grant to email Rosie and Andrew for their</p>

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	<p>thoughts.</p> <p>Staff get together, went well, and was enjoyed by all who came.</p> <p>Lunches – Has been in the Evening Standard and will be in Bush Telegraph with the combined schools advertisement.</p> <p>Facebook – photos have been cut back and trying to keep to important messages only.</p> <p>Newsletter – also had a change to a booklet size. Newsletter does get uploaded to the school website. Will look at asking parents/caregivers if they would still like paper copies or if they prefer email.</p>
Next Meeting	13th April, 2021 @ 7pm
Closing Karakia	Closed the meeting with a Karakia Mel 8.15pm

PEB	Nil
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