

MINUTES 18 August 2021

Date:	18 August 2021	Chair:	Mrs Laura Gray
Time:	3:09pm	Minutes:	Mrs Alison Pinches
Apologies:	Rev John Taylor Mrs Rachael McGregor Mrs Pipi White	In Attendance:	Mrs Elizabeth Wildish Mrs Mariana Terrazas Mrs Lara Meyer-Atkins Mrs Alison Pinches Mrs Tanya Bell Mrs Triena Hurihanganui Ms Fiona Grierson Mrs Kerry-Lynn Joubert Mrs Laura Gray
Item:	Discussion	Speaker	Action/Outcome
1.	Welcome and Apologies	Mrs Wildish	
2.	Amendments and/or Approval of 16 June 2021 Matters Arising	Mrs Wildish	Moved: Mrs Bell Seconded: Ms Grierson Carried All Matters will be dealt with under General Business
3.	Correspondence In/Out	Mrs Pinches	West Pac Bank – three statements all showing a balance of \$0.06. Mrs Pinches will investigate how to close this account. Moved: Mrs Terrazas Seconded: Mrs Hurihanganui Carried
4.	Finance	Mrs Wildish	New report layout was explained. Reports were distributed and discussed. New updates to the school include: <ul style="list-style-type: none"> • Video wall • Bush Tucker Garden • Virtual Reality Kits

			Moved: Mrs Meyer-Atkins Seconded: Mrs Joubert Carried
5.	Student Numbers & Staffing 2021	Mrs Wildish	Student numbers are currently 445. New staff: <ul style="list-style-type: none"> Mr Remi Watkins – Manager Corporate Services (Mrs Summers is on leave for the rest of 2021). Dr Barbara Snyman – School Psychologist.
6.	After School Care Update	Mrs Wildish	Now operating both before and after school services. Also opened on recent Staff Development Day with a full program for students attending. Manager is Mrs Stacy Moltzan.
7.	Board Meeting Dates 2021	Mrs Wildish	Following discussion, it was agreed that the meeting planned for 15 September is cancelled. <u>Next Meeting</u> <u>Term 4:</u> 10 November
8.	COVID 19 Update	Mrs Wildish	Currently operating under Phase 5 Restrictions. Parents and carers are allowed on site and can attend events.
9.	Recycling Update	Mrs Pinches	Thanks to Mrs McGregor for further investigating this fundraising idea. Once the P&C are fully organised Mrs Pinches will suggest it to them as a fundraising opportunity.
NEW BUSINESS			
1.	Request re: Letters Home	Mrs Wildish	Parental request that all letters to parents are sent home electronically. Mrs Wildish has explained to the parent that this is not possible as a percentage of our parents do not regularly access electronic communication. A further suggestion of a 2 tier opt in system was also suggested by the same parent but this then becomes a workload issue for Administration staff. The school are currently investigating other platforms which are more easily accessible.

2.	Parent Exit Survey	Mrs Pinches	One parent Exit Survey has been received – very positive feedback.
3.	P&C	Mrs Wildish	<p>P&C have been formally established, however they have yet to hold a meeting or arrange the necessary training.</p> <p>Mrs Wildish has received a series of emails regarding the Father’s Day Stall – asking if:</p> <ol style="list-style-type: none"> 1. The school can lend the P&C the money to purchase stock. Mrs Wildish has explained to the P&C President that school funds cannot be used in this way. 2. The P&C President can use her personal business to supply products for sale at cost. <p>The second matter was discussed fully by the Board.</p> <p>Motion: That the P&C President cannot use her personal company to supply products for sale at the Fathers’ Day stall as this could be perceived as a conflict of interest.</p> <p>Moved: Mrs Hurihanganui Seconded: Mrs Meyer-Atkins Carried.</p> <p>Mrs Wildish will inform the P&C President of the Board’s decision.</p> <p>There was further discussion regarding the possibility of fundraising at the upcoming Sports Carnivals. Mrs Wildish is waiting to hear back from the P&C regarding this. Mrs Meyer-Atkins is willing to organise a parent group to provide baked goods, tea, coffee etc... if the P&C are unable to organise anything. Mrs Wildish will liaise with the P&C and Mrs Meyer-Atkins.</p>
4.	Attendance Policy	Mrs Pinches	<p>The new Attendance Policy was distributed and discussed.</p> <p>Motion: That the new Attendance Policy be accepted as part of the TRPS Policies and Procedures.</p> <p>Moved: Mrs Pinches Seconded: Ms Grierson Carried</p>

5.	New Curriculum	Mrs Wildish	Mrs Wildish explained that a new curriculum has been developed which may be introduced in 2022. More details as they become available. Staff do have some concerns over the content and timing.
6.	Voluntary Contributions and Charges 2022	Mrs Wildish	Drafts are currently being finalised by staff. These will be emailed to Board Members for ratification due to the short time frame. The Board had a full discussion regarding the proposal from the P&C of a voluntary contribution to the P&C to be added to the Voluntary Contributions and Charges as is common practice in most schools. Motion: That any P&C Voluntary Contribution and Charge is capped at \$10 per family. Moved: Mrs Pinches Seconded: Mrs Gray Carried
7.	Staff Development Day (SDD)	Mrs Wildish	Last Friday's SDD was incredibly successful and included a Zoom PL with Professor Barrie Bennett in Canada.
8.	Teaching Pool 2022	Mrs Wildish	The process for a 2022 Teaching Pool is currently underway with shortlisting tomorrow. Mrs Gray is the Board representative on the panel.
NEXT MEETING:	10 November 2021	MEETING CLOSED:	4:40pm
SIGNED:	Mrs Laura Gray	DATE:	