

CONFIRMED MINUTES

BOT MEETING



Learning Together
Akona Piri Tahī

At the **Board Meeting** on **27 Sep 2022** these minutes were **confirmed as presented**.

Name:	Te Puke Primary School
Date:	Monday, 22 August 2022
Time:	5:15 pm to 7:03 pm
Location:	Board Room, TPPS
Board Members:	Rebecca Keating (Chair), Andrea Dance, Cath Luker, Gosia Costar, John White, Lorraine Doughty, Mrs Rona Wheeldon
Attendees:	Monique Verwey, Tania McCluskey

1. Opening Meeting

1.1 Karakia

1.2 Kaiako Presentations

- The Board enjoyed the Ngakau Mahaki presentation. High praise for the kaiako and the program they have created within the space. Evidence of high expectations.
- Gina from Longworth is supporting all kaiako with fine-tuning the TPPS SDL program. Cath spoke to the program, it has been a 8-year journey. How does it look now for TPPS? Instructional teaching is happening alongside play. On the 2nd of September TPPS has a Teacher Only Day which is based around SDI. Looking at a scaffolded and intentional approach to all that we are doing with SDL.

1.3 Whānaungatanga -

- 5 year old roll growth class has just opened. The teacher for it, Angie Kasper, stepped out due to personal reasons. Another teacher has been found to cover the class.
- Te Hura class - the hands-on program working well for this cohort
- Senior Syndicate, the format changing next week after student and whanau voice was collected shows a very forward-thinking approach.
- Congratulations to Cath Luker on her new position at Brookfield Primary, part of her personal career succession journey.
- Sickness - as per report

1.4 Confirm Minutes

BOT Meeting 27 Jun 2022, the minutes were confirmed as presented.

Minutes from the previous meeting of the Te Puke Primary School Board of Trustees held on the 27th of June 2022 are confirmed as true and correct.

Moved:- Tanya McCluskey

Seconded:- Rona Wheeldon

1.5 Action Points arising from previous meeting.

- Board blurb discussed in previous meeting did not happen. Will need to organise an introduction to the school community with new board. Newsletter?
- Plan a school visit/walk around, schedule into the BOT work plan.
- Induction process for new BOT members would be a good idea, including school campus orientation.

1.6 Correspondence

BOT acknowledged the great feedback.

1.7 Finance Report

- Lorraine, great questions in email about finances. All answered to the boards satisfaction.

- June report - Curriculum budgets are tracking well. Class EOTC budgets will be used towards the end of year for day trips etc. Moved:- John White Seconded:- Cath Luker
- July report - No questions. Moved:- Andrea Dance. Seconded:- Gosia Costar

Batches to approve since last meeting:-

01.07.22. \$3104.35

01.07.22. \$5039.00

04.07.22. \$7820.00

06.07.22 \$1380.00

20.07.22 \$16672.54

27.07.22 \$6203.26

02.08.22 \$3745.52

04.08.22. \$734.77

Move that payments be approved as noted above. Moved:- Tania McCluskey Seconded:- Lorraine Doughty

2. Major Decisions and Discussions

2.1 Property - UPDATE

The boundary fencing project has now got council consent, run-off issues resolved. Waiting on materials coming into the country.

The school has been invited to apply for devices and other IT needs through We Care Community Trust. Application to be put together shortly.

Rebecca Keating will be tendering for the project manager position for the refurbishment of the A Block student toilets and the B Block upgrade. Focusing on the current lack of adequate ventilation.

3. Board Annual Work Plan

3.1 Implementation Audit and Reports

Physical restraint training. 3 staff attending today. MOE only run occasional courses so will take time to get all staff trained.

4. Compliance Reporting

4.1 Current Numbers

The school will be funding the roll growth new entrant class teacher from Bulk Grant.

Discussed new housing sub division which is underway in Dunlop Road (school zone), 380 houses planned for. The MOE is well aware of possible exponential roll growth in the coming 2 years and Andrea is keeping them up to date. No action will be taken by the MOE until students are enrolled and the school is under pressure.

The Western Bay District Council (Heidi) contacted Andrea and had a good discussion regarding various traffic issues around the school including the drop off bay on Cameron Road concerns.

4.2 2022 Board work plan/ School Docs Review/ Board elections and RO

Term 3 policies for review and approval:-

Lorraine Doughty had 2 questions regarding policies.

Q. Child protection. No onus on school to contact whanau/caregivers when an OT interview with the student is arranged at school. Oranga Tamariki deal with this. Can have a support adult present.

Q. Supporting student well being. Confirmed individual child's info is private & confidential.

Term 3 review of policies approved. Moved:- Lorraine Doughty Seconded:- Cath Luker

5. Management Reports

5.1 Principals Report

Into committee 6.35pm

Out of committee 6.42pm

- Principals report tabled as read.
- Maori achievement - whanau voice? Yes, questions being developed. Night gathering for whanau.
- Indian community engagement, language can be an issue. Kiribati community have a strong voice. Talanoa nights at the High School are very well supported by TPPS.
- Kaumatua - Nanny Punahu very unwell. We come under the Poutiri Trust umbrella, succession plan has been developed to involve younger community members. Olovia Parata to our contact person who liaises with Poutiri Trust and elders.
- Outdoor classroom, the school is very happy with it. It should be completed next weekend. Barrett Homes/ ZB Homes have had a huge input.
- Tanya McCluskey suggested we re diesel and re roll bottom field car park in the summer now that the coating has

Principals Report moved: Andrea Dance Seconded:- John White

5.2 Health and Safety Report

No Health & Safety report tabled. Add a report to minutes every meeting going forward.

6. Other Business

6.1 Closing Karakia

7. Close Meeting

7.1 Close the meeting

Next meeting: No date for the next meeting has been set.

22 Aug

Signature: _____

Date: _____