

MINUTES OF THE KAWAHA POINT SCHOOL BOARD OF TRUSTEES MEETING.

6.30pm Thursday 21 November 2019

Roll 2019: 332

Roll 2018: 368

**1 ADMINISTRATIVE MATTERS**

**1.1 PRESENT:**

Andrew Sinclair, Nikkola Hemana, Alexi Thompson, Natasha Cianci, Leanne Joyce, Ryan Porteous and Julian Thompson and Janine Simpson (minutes secretary)

**1.2 APOLOGIES:**

**1.3 Confirmation of minutes of previous meeting**

Alexi Thompson/ Ryan Porteous

**1.4 Correspondence**

Nil

**1.5 DECLARATION OF INTERESTS:**

Nil

**2 STRATEGIC REPORT**

**2.1 2020 Camps**

Proposals, camp outlines and costings for Karearea Camp, Kaimanga Reo Camp and Whiria Te Ako Camp all presented to BOT. RAMS will be presented at next meeting.

Motion: That the Proposal for the camps in 2020 be approved in principle.

Andrew Sinclair/ Ryan Porteous

All in favour.

Motion: That a funding application is completed for The Southern Trust for the amount of \$25,000.

Andrew Sinclair/ Julian Thompson

All in favour.

**2.2 PLD Plan 2020**

A full year of PD planned for 2020. Carrying on with Bruce Moody (Maths) for Terms 1 and 2 and some sessions in Term 3 also. First 2 terms are covered by the Ministry. Workload issues and stress will be covered in one PD with Tony Berkin (Stress Prevention, Stress Management) and will be funded by the CoL (Will look at releasing ½ the school at a time). Approx \$2000 a day for this PD. James Nottingham will deliver another lot of PD and another day will be possibly a Team day where they go to different schools to look at their specialities and strengths and how we can learn from it for our school. Mark Bunting and the Maketu Noho are our first 3 Teacher Only Days at the beginning of the year. PLD for CoL for 2020 not decided as yet.

**2.3 Units 2020**

First draft presented for Units. Discussions were held around the different Units. Staff get a chance to register their interest for a Unit. A very transparent process when staff are appointed.

Amendment – Fixed units for Team Leaders – 1 for each NOT 2 for each.

Motion: That the units be accepted as edited. (see above)

Andrew Sinclair/ Leanne Joyce

All in favour

#### 2.4 Health & PE Survey

Completed every 2 years. Looking for trends. Very low level of participation. Only 11 respondents. Mental Health was fairly close to being the unified top-rated area that parents believe is most important for student well-being. Have to be a little careful with making major changes to the programme as return rate was only 4.7%. Gang colours – is that something we need to think about. Year 4 re Sexuality education – should the Year 4's be left out? Talk to the Teachers who taught it to the Year 4's and see how they found it? The children's reaction to what they were learning about. Put it on Seesaw with brief outline of what would be covered per Year Level then advise what day/ time the hui would be held for any questions re course content. Gymnastics/ Dance/ wrestling etc could be offered more in terms of PE. Christina has been doing a great job around all the sports and purchasing new equipment. Awareness of promoting things for girls. Keep providing opportunities for children. Needs more PE when Christina is not giving Teacher Release. Reversible hat a good option – this would cover the school colour and the house colours, providing the best of both worlds. Over 2 ½ 3 years we had discussed the merits of Go Bananas. The values were great (and are the same kind of idea as Kia Kaha, Kia Maia, Kia Manwanui) but we felt children weren't really getting enough out of it.

Could look at using Survey Monkey before the next survey comes out. Google Forms? 1 or 2 questions on an iPad and passed around at a parent meeting?

#### 2.5 Charter Review

Looking at Charter for 2020 - Will review at next meeting. Vision and Mission statements can be reviewed at any time. Strategic 1 and 2 to be discussed. Biannually always discussed. Last time it was completely reviewed was 3 years ago.

#### 2.6 CoL Update

Tomorrow there is a Col Hui for across-school teachers and in-school teachers. Andrew has given notes regarding the review that will be presented. Kawaha doesn't feel like we are progressing because of the CoL. It hasn't driven us where we wanted to go unfortunately. NO PD set up for next year's CoL as yet. Principal Meeting not held when it was supposed to have been. Inquired about pulling out of it. We would lose our Learning Support Coordinator if we did this. Frustrating at this stage. We have a large CoL of 12 schools. We have 5 new Principals also in our CoL All this makes it harder to unify and move forward.

#### 2.7 HR – In committee

In committee 8.03pm

Out committee 8.21pm

#### 2.8 BOT End of Year

Next meeting (19 December) we will start BOT meeting at 5.30 and go out for dinner at 7.30pm. CBK suggested. Board and partners invited. Janine? Andrew to make booking.

#### 2.8 VARIANCE REPORT BY PRINCIPAL

Applied for 16 students got funding for 4 for in class support funding. Across Rotorua the needs were so high that all children were assessed on a highest needs basis. We will still have to do a lot of in class support to help these students not funded as their needs have not changed just because there has been no funding granted.

Council is unable to give us the footage of the swimming incident at the Aquatic Centre due to privacy reasons. Andrew will talk again with the Council to discuss the footage as they can give details of timing etc.

Report presented by Andrew/ seconded Julian Thompson

### 3 AUDIT REPORT

Attendance fees for the part-year will be given out at next BOT Meeting. Please provide bank account details to Janine to organise a direct credit payment.

Cleaner's Contract Crest Clean putting up the Contract 7 ½ %. In holding pattern until we decide what to do but Andrew believes due to the history of not finding satisfactory cleaners in the past, that we don't have too many choices.

The new and replacement junior reading titles have been ordered from Cengage Reading. They were unable to give us a discount but are giving 10 free titles x 10 books. No parent donation for next year as our school has accepted the \$150 per student from the Government. There will be other ways parents can help our school if they wish to donate eg: pay for another child to attend camp, pay for a resource for the classroom. etc

### 4 PROPERTY

#### 4.1 Hall Progress

Darin Fenwick is working away on putting things together for the funding application. Megan Hill is helping with the building requirements side of it.

#### 4.2 LSC Space

Will have to now have a permit because of shifting a fire alarm. Discussion arose around Bernard being our preferred architect because it worked so well in our prefab remodels. If we have to upgrade the Fire System due to the refurbishment/ repurposing of the area Andrew will approach the Ministry to cover it. Glass doors and wall to separate out the space. Another layer of noise blocking installation on the back wall between the classroom and staffroom will be added. Looking at getting air conditioning.

#### 4.3 Space 2-3 upgrade

May have \$102,000 to spend after the final washup on Space 15 - 17. Will look at early next year but have concept ideas in place. Doors will be added to Space 2 so that you can see into Space 3., Acoustic clouds etc. Hope to be able to complete in one of the holidays next year.

### 5 SPECIAL TOPICS AND PROJECTS

Lighting upgrade -

Andrew believes the upgrade will be made to only existing lights and fittings. That is no extra lights will be added to existing or extra wiring done. Andrew will try and be one of the earliest to get the upgrade completed.

Debt collection-

Andrew is very sad that for the first time we may have to take a stand with some of our families who are refusing to pay their outstanding fees. The outstanding fees are for camps, trips and sports teams. There has been quite a good amount paid since sending letters home to families with overdue amounts.

### 6 MEETING CLOSURE:

Meeting closed 8.56pm

6.1 NEXT MEETING: 5.30pm Thursday 19 December 2019