

PUKETE PRIMARY SCHOOL
MINUTES OF PUKETE SCHOOL BOARD OF TRUSTEES MEETING
HELD WEDNESDAY 14 OCTOBER 2020 AT 5.38 PM

PRESENT	Kylea Heaton , Gavin Oliver (Principal), Stacey Smith, Katrina Jamieson, Teresa Smith, Aimee Whenuaroa and James Weller.
APOLOGIES	NIL
IN ATTENDANCE	Michele Ellery (Minute Secretary)
RATIFICATION OF MEETING AGENDA	RESOLVED: Standard Agenda
DECLARATION OF INTERESTS	There were no changes in declaration of interests.
MINUTES OF PREVIOUS MEETING	RESOLVED: The minutes of the previous meeting held on 26 August 2020 be adopted.
MATTERS ARISING	<p>Policies -</p> <ul style="list-style-type: none"> ● Absenteeism-Gavin and Michele to report at the next meeting as this is still ongoing. ● Cultural Diversity - General Business <p>Kylea Heaton - draft questions for parents about Strategic Planning. (This has been started)</p>
FINANCE	<ul style="list-style-type: none"> ● RESOLVED - The August 2020 accounts as tabled to be ratified and the accounts for payment approved. ● A revised budget was tabled.
CORRESPONDENCE	<p>In:</p> <ul style="list-style-type: none"> ● Hamilton City Council regarding a pool monitoring inspection in November 2020. ● Ministry of Education regarding Teacher Aide Pay Equity Claim (TAPEC) first installment payment. <p>Out: NIL</p>

PRINCIPALS REPORT

Teacher Aide Pay Equity

The improved Teacher Aide pay rate that is due to the equity settlement is most likely to be paid in the next pay period. This will include back pay to 12 February 2020. We have received a payment from MOE to cover this.

Maths Priority Learners

Gavin is currently meeting with all teachers to discuss the progress of the maths priority learners. He will report to the Board at the next meeting.

Property

- **The accessible toilet and bathroom** should be completed in time for this meeting. There have been some minor issues during this renovation however overall we should be very happy with the work.
- **Admin block upgrade** will wait until at least February 2021 to go out to tender.
- **The Board moved into Committee at 5.55pm and came out of committee at 6.04pm. ***

PLD

We are continuing our work this term with Ande Ford focused on developing teacher capacity through observation and coaching. David Kinane continues to work with teachers in the classroom focused on Digital Technologies.

Gavin has taken up an opportunity to work with Brian Sheedy, Principal Advisor, focused on school development especially changes as a result of the changed Education Act.

Pause, Breathe, Smile

We are very excited that we have been able to secure 'whole school' PLD in the Pause Breathe Smile program for 2021. Southern Cross has partnered with them to offer it fully funded to NZ schools. It is a NZ developed programme aligned with the NZ Curriculum, developed in association with the Mental Health Foundation and gets rave reviews from those who have done it. It fits with the direction and priorities the school is working on and will hopefully have a really positive effect for all of us. Some general info about the PLD is available. The main website address is <https://pausebreathesmile.nz/>

This was written by Natalie Peters for the Board meeting.

	<p><u>Going Green and Recycling</u></p> <p>While the school is attempting to be more green we are hampered by not being able to have waste recycled. The council will not collect our recyclables. Gavin sought Board approval to invite the Mayor to discuss this issue. The desired outcome would be that we continue to dispose of our landfill waste and the council collect our recyclable waste.</p> <p>Recommendation - we invite the mayor to meet with children, staff, Matua X, and a rep from the Board to discuss recycling options through the council.</p> <p>The Recommendation was approved.</p>
<p>GENERAL BUSINESS</p>	<p><u>Cultural Diversity Policy</u> - Teresa and Stacey will work on this policy tomorrow. They will look at Te Ao Marama’s policy as this is a new school. We will use this policy to create cultural diversity and inclusivity.</p>
	<p>There being no further business the meeting closed at 6.24 PM.</p>

Accepted as a true and correct record,

.....Chairperson

Dated:.....