

**PUKETE PRIMARY SCHOOL
MINUTES OF PUKETE SCHOOL BOARD OF TRUSTEES MEETING
HELD 18 DECEMBER 2019 AT 5.35 PM**

PRESENT	Kylea Heaton , Gavin Oliver (Principal), Teresa Smith, Stacey Smith, Katrina Jamieson, James Weller and Amie Whenuaroa.
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: That the minutes of the meeting 20 November 2019 be adopted .
MATTERS ARISING	Nil
CORRESPONDENCE	In - NZSTA magazine - Christmas card from MP Jamie Strange

<p>PRINCIPALS REPORT</p>	<ul style="list-style-type: none"> ● An overview of teaching staff for 2020 was shown along with predicted roll numbers. ● The Support Staff have settled their collective contract. The settlement includes a significant raise to those teacher aides earning below the living wage. The base salary will increase to the living wage of \$21.15 per hour. Once more detail is forthcoming in term1 the Board will need to reassess the budget. ● <u>Property</u> - The School has been allocated \$300,000 from the School Investment Package (SIP), a number of concept plans were shown for the Admin Block upgrade, the design for the disability toilet block (Room 1) has moved past the initial approval stage and the school has received confirmation that the old Dental Clinic can be extended to accommodate our Learning Support Coordinator. ● <u>Staff</u> - Bridget Sheedy has extended her sick leave to include Term 1, 2020. Caretaker, Brenda Soutar, has resigned and Nic Keeling has been employed as a temporary Caretaker. ● In 2020 the school will use Staffsync to manage day to day relief teachers. In 2019 we have used Seek-a-Teacher and they have been bought by Staffsync. ● <u>School Camps</u>- A camp survey was sent to parents of Years 4, 5 and 6 students. 65 parents responded and the majority believed camps are value for money. The Board will review the viability of camps this year.
<p>GENERAL BUSINESS</p>	<p>Nil</p>

FINANCE	The November 2019 Accounts as tabled were ratified and the accounts for payment approved.
	There being no further business the meeting closed at 6.30 PM

Accepted as a true and correct record,

.....Chairperson
Dated:.....