

PUKETE PRIMARY SCHOOL
MINUTES OF PUKETE SCHOOL BOARD OF TRUSTEES MEETING
HELD WEDNESDAY 25 AUGUST 2021 at 5.40 PM VIA ZOOM DUE TO LOCKDOWN.

PRESENT	Gavin Oliver (Principal), Stacey Smith, Amie Whenuaroa, Kylea Heaton, Rachel Brady along with Katrina Jamieson who joined late.
APOLOGIES	None
IN ATTENDANCE	Michele Ellery (Minute Secretary)
RATIFICATION OF MEETING AGENDA	RESOLVED: Standard Agenda to be followed.
DECLARATION OF INTERESTS	There were no changes in declaration of interests.
MINUTES OF PREVIOUS MEETING	RESOLVED: That the minutes of the meeting held on 28 July 2021 be adopted .
MATTERS ARISING	NIL
CORRESPONDENCE	NIL
FINANCE	The August 2021 accounts for payment were ratified and approved for payment.

PRINCIPALS REPORT

Welcome Rachel

A big welcome to Rachel Brady, our new staff representative. I am sure you will enjoy being on the Board and we all look forward to your valuable contribution.

Roll - 455

New Entrant numbers 2021 (Tui team)- As at 16 August 2021

Recommendation - the only out of zone children accepted in Term 4 are to be those with siblings currently at Pukete School.

THIS WAS APPROVED.

Finance

Recommendation -

Discretionary spending is on hold until 22 September due to the current Covid 19 Pandemic and Lockdown

THIS WAS APPROVED.

Accounts for Payment.

Recommendation- The accounts for payment are approved.

THIS WAS APPROVED.

COVID 19

Level 4 -

Online learning programmes began on Monday 23 August and to date have had positive feedback. We have placed an emphasis on parents having control over the degree of engagement their children have in terms of digital delivery. This is to reduce stress and encourage families to explore non-digital learning.

Moving to Level 3

The current plan in terms of staffing for school-based learning is: to have 3 student "bubbles" with 2 staff in each as well as an Administration "bubble".

MOre details were discussed.

	<p><u>Moving from Level 4 to 3 Parent Contact</u></p> <p>Gavin is due to email to all parents giving them an indication of the process, should the PM indicate a move on Friday. This would emphasise that at level 3 the parents(caregivers) of children attending school must be essential workers not working from home, who can not arrange safe care for their children.</p> <p><u>Property</u></p> <p>The Track - quotes were looked at.</p> <p>Sensory Garden - Concept plans were shown.</p> <p>Recommendation - Gavin to proceed with Procurement Plans to Moe for Sensory Garden and The Track THIS WAS APPROVED.</p> <p><u>PTA Fundraising and Spending Update</u></p> <p>An update was given.</p>
<p>Policies</p>	<p>Behaviour Management - this policy has been updated and sent through to SchoolDocs. Subsequently it has been updated on our website.</p> <p>Complaints and Concerns Policy - was updated recently but still looks up to date. The Board members are to look at the Concerns and Complaints Process flowchart which is on the website.</p>
	<p>There being no further business the meeting ended at 6.47 pm.</p>

Accepted as a true and correct record,

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