

**PUKETE PRIMARY SCHOOL
MINUTES OF PUKETE SCHOOL BOARD OF TRUSTEES MEETING
HELD WEDNESDAY 01 JULY 2020 at 5.35 PM**

PRESENT	Kylea Heaton , Gavin Oliver (Principal), Stacey Smith, Katrina Jamieson and Amie Whenuaroa, Teresa Smith 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 27 May 2020 be adopted.
MATTERS ARISING	Nil
CORRESPONDENCE	Nil
FINANCE	<ul style="list-style-type: none"> ● The revised budget as flagged at a previous meeting based on the 01 July Roll was discussed. <p>In to Committee The Board went into Committee at 6.33 pm and resumed the Board meeting at 6.34 pm.</p>

PRINCIPALS REPORT

PTA -

The PTA has the funds to purchase reading material, assist with camp costs and the Mathletics and Reading Eggs programmes.

This reflects current budget spends and as such supports the BOT.

Planned Fundraising for the remainder of 2020

Term 2 - Grocery Raffle - this has been completed

Term 3 - Garage Sale Sunday 9 August

Mathathon - less emphasis on raising money more emphasis on learning

Disco

Pizza? - investigating working Pukete Neighbourhood House to provide something alternative that is at least a bit healthy and is food safe.

Term 4 - Disco

Fun Family Night

Possibly movie night.

Camp Programme 2020 -

Teachers have been consulted and are keen to proceed with the camp programme in 2020. Prices negotiations have occurred and the details are listed below.

1. **Ruru Camp 9 to 11 December 2020 - \$190 per child - Camp Adair**
2. **Kakapo Camp 12 to 13 November 2020 - \$90 per child - Ngaruawahia Christian Camp**

NB: Camp Adair has a large site with several camping facilities and the Board needs to know that another school will be using separate accommodation while we are at camp. There are no shared facilities.

NB: Pukete School will contact the other school who will be at Camp Adair at the same time to discuss arrangements and protocols.

Recommendation; The Board approves the Ruru Camps and Kakapo as outlined above subject to Health and Safety approval.

This recommendation was approved.

Now that this recommendation has been approved parents will be emailed with details and encouraged to consider setting up a time payment and to contact the school if the cost is going to create financial stress so options can be discussed.

Teacher Staffing -

An advertised fixed term position as a teacher for our Year 1 class has been placed and Heather Cork has been appointed.

Recommendation; The Board approves the appointment of Heather Cork to a fixed-term teaching position 20 July 2020 to 18 December 2020.

This recommendation was approved.

In to Committee

The Board went into committee at 6.04pm and resumed the meeting at 6.10pm.

From the " In Committee" discussions

Recommendation; Advertise positions on 05/07/2020 for 2 Teaching positions.

This recommendation was approved.

Teacher Aide Equity -

Teacher aides represented by the NZEI and the government have reached agreement on a Pay Equity Claim which when combined with the collective agreement pay rise will result in pay rises of between 23 and 34% for our teacher aides. This increase will apparently be fully funded by MOE. The time frame for implementation is:

Current - Ballot of members to ratify the agreement.

3 July - the result of ballot promulgated

3 July - 3 August TA's transferred to new scales and Job descriptions reviewed.

By November - Payment of new rates with appropriate back pay.

Property -

- **Dental Clinic upgrade to create a space for the Learning Support Coordinator.**

	<p>This project has gone out to tender. Tenders close on 13/07/2020.</p> <ul style="list-style-type: none"> ● Accessible toilet and bathroom. <p>This is a capital works project which means Pukete School does not have a management role. A contractor has been appointed and a site meeting was held on 01/07/2020. This project will cause some disruption and a copy of the contractor's safety plan will be requested.</p> <ul style="list-style-type: none"> ● Administration Building. <p>The floor plan is being reviewed and the project should be ready to go to tender in October with the hope of work starting in January 2021.</p> <ul style="list-style-type: none"> ● 5YA Agreement <p>The 5YA Amendment needs to be signed for the MOE.</p> <p><u>Term dates for 2021 -</u></p> <p>The recommended Term dates for 2021 were presented. There will be 2 Teacher Only Days; the first being Friday 05 February 2021 which will be a "Tell us about your child" day and the second will be Friday 04 June 2021.</p> <p>Recommendation: The Board approves the attached term dates for 2021. This recommendation was approved.</p> <p><u>Professional Development Term 3 -</u></p> <p>Professional Development in Wellbeing/Hauora Post COVID, Team Leaders and Maths Support Teachers training, EOTC Safety - MOE training and Digital technologies will be undertaken in Term 3.</p> <p><u>2020 Strategic Planning Document -</u></p> <p>This document was given to each board member. Members will read through the Combined Perspectives</p>
	<p>There being no further business the meeting closed at 6.48 PM.</p>

Accepted as a true and correct record,



.....Chairperson

Dated: 27-7-20