

**PUKETE PRIMARY SCHOOL
MINUTES OF PUKETE SCHOOL BOARD OF TRUSTEES MEETING
HELD WEDNESDAY 26 MAY 2021 at 5.39PM**

PRESENT	Kylea Heaton , Gavin Oliver (Principal), James Weller, Stacey Smith, Katrina Jamieson and Amie Whenuaroa.
APOLOGIES	Kylea Heaton, Michele Ellery (Minute Secretary)
IN ATTENDANCE	
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 05 May 2021 be adopted .
MATTERS ARISING	NIL
CORRESPONDENCE	NIL
FINANCE	The accounts for payment were ratified and approved for payment.

PRINCIPALS REPORT

Roll - 441

ERO is Coming

Gavin Oliver has had the first meeting with our Evaluation Partner Michelle Thurlow with another 2 meetings with the SLT scheduled this term. The process is yet to be clearly defined.

Internal Evaluation - Maths

This year we are changing the way we generate and use achievement data to give the teachers more responsibility and control, with the aim of making better use of data.

This doc focuses on initial data in Maths for this year with a particular focus on 'priority learners.'

Annual Financial Report 2020

2020 Annual Report has been forwarded by the Auditor.

Recommendation; The Annual Financial Report for 2020 is tabled.

This was approved by the Board.

Shade Cloth Senior Quad

Two quotes to replace the senior sunshade have been received.,

Recommendation; The Board of Trustees apply to the Southern Trustees for \$5745 towards the cost of replacing the senior quad shade canopy.

This was approved by the Board.

Teacher/Principal Paid Union Meeting

This letter is formal notification in accordance with section 26 of the ERA 2000 of the intention of NZEI Te Riu Roa to hold paid union meetings for all NZEI Te Riu Roa members whose employment is covered by the Primary Teachers Collective Agreement (PTCA), the Area School Teachers Collective Agreement (ASTCA), the Primary Principals Collective Agreement (PPCA) and the Area School Principals Collective Agreement (ASPCA).

It was proposed that union members attend a meeting on 29 June between 9:30 - to 10:30. This would mean the school has a skeleton staff of teachers and Teacher Aides until 11:00. These staff will supervise children that arrive at the normal time.

Recommendation: Pukete School has a starting time of 11.00 am on 29 June. This was approved by the Board.

Teacher Only Day Term 3

Gavin Oliver requested the Board approve a TOD in the middle of Term 3. This would allow teachers and teacher aides to be engaged in Professional Growth Pathways

Recommendation: The Board approves a Teacher Only Day (TOD) in Term 3 for PLD.

This was approved by the Board.

New Entrant Enrollment for July 1 to 1 October (end of term 3)

Recommendation: The BoT makes 4 out of zone new entrant places available between 1 July and 1 October.

This was approved by the Board.

Any further out of zone enrollments will need to come back to the Board for consideration against in zone enrollments.

Process for Election of Staff Rep

Due to the resignation of Teresa Smith as the staff representative on the Board an election needs to take place for a new staff rep.

Recommendation: Karen Roberts be appointed as returning officer for the election of a new staff rep to the BoT.

This was approved by the Board.

Results of Reporting to Whanau initial survey April 2021

The results from the parent survey mean that we will stay with the current reporting schedule of Learning conferences Term 1 & 3, with written reports in Term 2 & 4.

Thank you to Natalie Peters for this information.

	<p><u>PTA</u></p> <p>The PTA are continuing to fundraise through selling Oxford Pies and pizza slices and this money will be spent on new library shelving. An upcoming spellathon will raise funds for more Ipads and the Quiz Night earnings will go towards the senior school camps.</p> <p>On a separate note:</p> <p>The PTA have asked for approval to run a new fundraiser selling wine through Nolas Wine Sales.</p> <p>THIS WAS NOT APPROVED BY THE BOARD.</p>
<p>GENERAL BUSINESS</p>	<p>All business was discussed throughout the Principal's Report.</p>
	<p>There being no further business the meeting closed at 6.55 PM.</p>

Accepted as a true and correct record,

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