

**MATAKANA SCHOOL BOARD OF TRUSTEES  
MINUTES OF ONLINE ZOOM MEETING ON MONDAY 1 NOVEMBER 2021 AT 6.00 PM**

**PRESENT:** Liz Molloy, Darrel Goosen, Cate Ashwell, Mike Sutherland, Scott Allen, Hamish Barton, Wendy Chittenden, Alex Davids, Neil Hatfull, Claire Allen, Ellen Edwards, Janet Goosen, Mel Bentley, Jess Bertelsen, Jenny Blythen.

Liz thanked everyone for attending.

**APOLOGIES:** Natascha Hurt.

**DECLARATIONS:** Nil

**THE ARTS REPORT:**

Janet gave details of the overview / planned activities / learning experiences / community connections and the activities etc that had been able to take place so far this year. There was a general discussion and Janet answered questions from the Board. Initial planning and a budget request for 2022 (amount to be advised) was also discussed.

- The Finance Committee will consider a budget increase for 2022 Move and Groove.

The Board thanked Janet for the report.

**WELLBEING / TE ORANGA REPORT:**

Neil read out parts of the report that he felt were most important. The report and the student counselling programme were discussed and Neil answered questions from the Board. Hamish and Alex congratulated Neil and the staff for everything they do for the students. Liz also thanked the staff for keeping the students motivated and interested in their online learning.

- The Finance Committee will consider a budget to carry on the counselling programme for 2022.

The Board thanked Neil for the report.

**GATE REPORT:**

Mel spoke on the profiles of giftedness and the programmes in place to cater for these students, which were discussed. Professional Development for Teacher Aides for Lego Therapy Groups was also discussed. Mel answered questions from the Board.

The Board thanked Mel for the report.

**INQUIRY LEARNING REPORT:**

Claire explained the overview / planned community connections / activities / learning experiences and what had been able to be carried out so far this year. Virtual Field Trips have been part of students' online learning during lockdown. Planning for 2022 is to include rescheduling events that could not take place in 2021. Also, included in the report was extra detail on the NZ History Curriculum that is to be introduced in 2022. As part of understanding Māori History, Kāhui Ako are connecting with local iwi who are making it a priority to enable schools to visit the Omaha Marae.

- The Finance Committee will consider a budget increase to \$4000 in 2022 to cover expenditure for Lego and also a budget for Professional Development for teaching NZ History.

The Board thanked Claire, Jess and Janet for the report and also commented on the amazing online field trips that students had enjoyed.

**PRINCIPAL'S REPORT:**

**Curriculum**

**Online Teaching**

Darrel said he was very proud of the teachers and their connection with their students online. Examples of weekly online learning schedules had been given to Board.

**'Bubble Teaching'**

There are presently 18-20 students (2 bubbles) per day.

**Mahurangi Kāhui Ako**

Professional Development contracts: Cultural Flow / Better Start Literacy Approach have been applied for.

**Personnel**

Resignations and appointments were discussed.

Darrel thanked the Board for the teachers' treats!

**Finance - Balance Sheet Budget / Depreciation Schedule 2021**

- The Board ratified the Finance Committee's approval of the balance sheet budget / depreciation schedule prepared by Edtech Financial Services.

## **General Legislation**

Darrel assured the Board that the staff are prepared for whatever the staged/staggered return to school will be for students. Roll Number - There have been 10 new entrant admissions

## **COVID-19 Health Requirements**

Darrel reported that a vaccination register of all staff is being kept as required by MOE. There may be further requirements from MOE when students return to school. The Board will need to report to parents regarding the school status. Volunteers / Contractors have to show their vaccination / COVID test status when coming into the school. Other safety measures were discussed.

Moved that the Principal's, Finance and Property Reports are approved

Moved: Darrel / Seconded: Cate

All in favour

## **BOT VACANCY:**

Liz explained the options re filling a vacancy and when a by-election is required. This will be discussed further at the next meeting.

## **SPONSORSHIP / GRANTS / DONATIONS / FUNDRAISING EVENTS UPDATE:**

Cate reported on sponsorship plans to be undertaken in 2022.

2022 Fun Run is to be planned.

## **PROPERTY UPDATE:**

### **10 Year Property Plan**

Darrel has met with Martyn Hooper re the 10 Year Property Plan, which still has not been received. Martyn reported that MOE are having staff issues.

### **Quotes**

Quotes for projects for priority areas are to be obtained.

### **Canopy Project**

Martyn Hooper is meeting with contractors quoting on this and will report back to Board before a decision is made.

### **Weather Tightness Programme**

Continuing to finalise contractors to do this work.

Liz thanked Darrel, Scott and Mike for their work on this.

### **Hall Stage Extension**

Gus McKergow is going to build this.

### **Playground Resurfacing**

Darrel reported that the advice is that woodchip (should last for eight years) would be best. A quote of \$8918.00 incl GST to do this was discussed.

- The Board approved that Darrel ask Cabra Land & Property Development to pay for this as per their offer to make a donation to the school.

### **Wifi Upgrade**

Everything is working well.

### **Hall Stage Lift**

This should be installed before December.

### **School Garden**

Thanks to Sharon Hallett for all her hard work in maintaining the school garden over lockdown.

## **WELLBEING UPDATE:**

Hamish, Alex and Liz had been in contact and arranged a 'thank you' for all teaching staff.

Information of support to be offered to staff and families to go out in a BOT Newsletter.

Cate suggested that messages of support could be put on the school sign.

- Darrel will organise this with Kim.

## **KĀHUI AKO UPDATE:**

The Kaui Ako will be sharing information of MOE requirements for vaccinations and health measures that schools need to put in place. Liz congratulated Darrel on his shared leadership roll appointment for the 2022-2023.

**MINUTES:**

Minutes of the previous meeting were approved by email on 24 August 2021.

Moved: Hamish / Seconded: Alex

All in favour

**CORRESPONDENCE:**

Board thank you cards etc to teachers.

**Meeting closed at 9.00 pm.**

**Next Meeting: Monday 29 November 2021 at 6.00pm**

<b>Actions required</b>	<b>Responsible</b>
Budget considerations	Finance Committee
Contact Cabra Land Development re donation offer	Darrel
Messages of support on school sign	Darrel/Kim