

MINUTES OF A MEETING OF THE PLIMMERTON SCHOOL BOARD OF TRUSTEES held in the Staffroom, 7pm, Thursday 27 May 2021

PRESENT:

Aaron Sherriff, Jasmine Hardy Mills, Mike Forrest, Brendon Cross, Keith Poore, Hamish Mexted, Emma Smith, Raj Krishnan, Louise Ioane

APOLOGIES:

Aleida von Son

1 ADMINISTRATION:

The meeting opened with a Ruruku. Aaron welcomed everyone to the meeting. In particular, Hamish Mexted, who Hongoeka Marae has appointed as their representative. Hamish has three young children at Plimmerton School. The Board each introduced themselves and spoke to their role on the Board.

It was moved (Sherriff/Smith) that Hamish Mexted be accepted as Plimmerton School Board of Trustees Tangata Whenua representative, as recommended by Hongoeka Marae. CARRIED

2 DECISION AND DISCUSSION:

2.1 Structured Literacy 2021:

- Jill Symonds (Deputy Principal) and Kate Nicholson (Assistant Principal/Kowhai syndicate leader) tabled and spoke to their report

2.2 Annual Plan term 1 update:

- The Term 1 Annual Plan update was tabled by Mike and taken as read
- The Board discussed and clarified the Neurodiversity response

2.3 Homework:

- Mike tabled a review of current homework practises across year levels:
 - Modest amounts of homework across all syndicates, mostly focussed on practise of literacy and maths basics with little support needed
 - Expectations and whether or not homework is compulsory or voluntary are not clear from one syndicate to the next. Minimal consequence or reward until Taupō syndicate.
- Some suggested changes:
 - Improved communication to parents and students on expectations, purpose, how homework relates to key competencies
 - consistency in position on whether it is compulsory or optional
 - A clearer progression (content and time) across teams to reflect changing ages and stages

2.4 ERO:

- The Board discussed suitable dates and times to meet with Andrea Rodley.
 - It was decided that a Thursday night at a similar time to board meetings would be best
 - Louise to liaise with Andrea to arrange

2.5 In-Committee:

8.00pm - The Board resolved that the public be excluded, to protect the privacy of individuals concerned (moved by the Chair). 8.17pm - The Board resumed meeting publicly.

2.6 School Pool upgrade update:

- Mike tabled a report updating the Board on progress with refurbishment of the pool:
 - Updating the scope of work - structural repairs/replacement are costing more so there is less work in the scope than originally agreed by the board.
 - An analysis of different scenarios identified that there would still be considerable costs

to either turn the pool into a secure outdoor facility, or to decommission the pool and provide swimming lessons at a public pool.

- The property committee wished to provide the board with an opportunity to consider whether we continue or not with the planned upgrade. This would likely risk loss of the SIP funding, as it would be difficult to start another project before the deadline for the funds use. This board expressed agreement to continue.
- Mike tabled a proposal for a lease arrangement with Easyswim:
 - Easyswim would cover running costs and potentially some capital investment into the pool upgrade
 - The next step would be seeking approval from the Ministry to enter into a 3rd part occupancy agreement
 - The property committee sought approval from the board to approach the Ministry to progress an arrangement with Easy Swim (as proposed). This was agreed by the Board.
 - The property committee sought approval from the board to continue negotiating an agreement with Easyswim if MoE approval was given. Final terms to be approved by the board. This was agreed by the Board.

2.7 Bus Incidents:

- Mike met with Metlink regarding the rail crossing incident which occurred 13 April
 - Metlink have multiple action points from the meeting
 - Action point: check in 4 weeks to ensure that the action points have been completed

2.8 Pukerua Bay Enrolment Scheme:

- A copy of the Pukerua Bay Board of Trustees proposed zone was tabled and discussed ***It was moved (Forrest/Sherriff) that the Plimmerton School Board of Trustees respond to the Pukerua Bay School Board of Trustees as follows: "The Plimmerton School Board discussed the proposed amendment to the Pukerua Bay School enrolment zone at our last meeting on 20 May 2021. The Board has no feedback on your proposal, other than to wish you well with the amendment process."*** **CARRIED**

2.9 Term Dates:

- Mike tabled the proposed term dates for the 2022 school year, including the required teacher only days
- It was moved (Cross/Smith) that the 2022 school year term dates and teacher only days be set as: beginning Wednesday 2 February and ending Friday 16 December. Teacher Only Days will be held Friday 3 June, Monday 27 June and Friday 25 November.*** **CARRIED**

2.10 Policy Reviews - allocation:

- The following policy reviews were allocated as follows:
 - Jasmine - Reporting to parents on student progress and achievement
 - Emma - Protected Disclosure
 - Brendon/Aleida - Visitors to the school
- Reporting to Parents review will require consulting parents via the school newsletter

2.11 Confirmation of Electronic Resolutions:

- Nil

3 ITEMS FOR INFORMATION (in Principal's Report)

- Property Update
- Community of Learning update
- Northern Porirua Growth meeting
- Plimmerton Farm plan change
- MOE bulletins for School Leaders - rules? policies? what qualifies? Raj
- Updated public service pay guidance
- Matariki public holiday 2022

- Table of Donations made - \$ per capita reporting - find a way to ask for further donations and why people are not paying

4 MONITORING:

4.1 Finance and Audit report

It was moved (Poore/Cross) that the finance report and transaction report be approved.

CARRIED

4.2 Health & Safety

- Taken as read in Principals Report

4.3 PTA Update

- PTA Update:
 - Lions Club classic car show - raised \$1600 by selling food
 - Children's Clothing Swap was successful and well organised. Will review dates for next year as it clashed with Saturday sport

4.4 Attendance report

Taken as read in the Principals Report

5 ADMINISTRATION

5.1 Minutes of previous meeting:

It was moved (Sherriff/Poore) that the minutes of the meeting held Thursday 25 March 2021 be approved.

CARRIED

5.2 Minutes of previous In-Committee meeting:

Nil

6 MEETING CLOSURE

6.1 Agenda items for next meeting:

- Policy reviews

6.2 Communication for newsletter - from BOT

Nil

6.3 Actions from this meeting:

- Check evacuation scheme with FENZ - Mike
- Arrange ERO evaluation partner meeting time - Louise
- Negotiate pool lease agreement with MoE and Easyswim - Mike/Jasmine
- Check on Metlink's action points for bus service - Mike
- Policy reviews for next meeting:
 - Jasmine - Reporting to parents on student progress and achievement
 - Emma - Protected Disclosure
 - Brendon/Aleida - Visitors to the school
- Reporting to Parents review consulting parents via the school newsletter - Mike

Meeting closed at 9.20pm

Next meeting: Thursday 24 June 2021
Thursday 12 August 2021

