

MINUTES OF A MEETING OF THE PLIMMERTON SCHOOL BOARD OF TRUSTEES held in the Staffroom, 7pm, Thursday 9 December 2021

PRESENT:

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

APOLOGIES:

Nil

1 ADMINISTRATION:

The meeting opened with a Ruruku. Aaron welcomed everyone to the meeting and gave a brief overview of tonight's agenda. Aaron gave a brief overview of the year, commenting that this has been his busiest year as a Board member. A year of constant change and constant learning to manage change. While there have been many difficulties, there have been many good things, including great leadership, the maths, structured literacy, PB4L, KiVa, the environmental education programme, well functioning Board. Louise was farewelled and thanked for her Board input.

2 DECISION AND DISCUSSION:

2.1 Structured Literacy:

- Kate Nicholson and Jill Symonds reported back on the outcomes of the introduction of Structured Literacy into year 1 and 2 classes, also with a trial year 5 and 6 intervention group
 - worked well and looking forward to rolling it out to the whole school
 - phonological awareness graphs showed great improvement for year 1 and 2 students
 - student voice and teacher voice was shared to review the year, overall very positive with a few points for improvement

2.2 Covid Update - CPF:

- Mike summarised the transition to the Covid Protection Framework
 - Curriculum related activities are not impacted until 1 January 2022
 - For non-curriculum activities the CPF is in effect now, so events such as leavers dinner, gala, assemblies etc, are either Vaccine Passes with no limits or very limited numbers
 - minimal negative response received regarding a vaccine pass being required for the Leavers Dinner - 3 students unable to attend

2.3 In Committee:

7.34pm - The Board resolved that the public be excluded, to protect the privacy of individuals concerned (moved by the Chair). 8.25pm - The Board resumed meeting publicly.

2.4 Draft Budget 2022:

The draft 2022 budget was tabled and spoken to by Mike and Keith. Since the draft was prepared some revisions to income and expenditure have been confirmed. As a result the operating profit is likely to be in the \$50-60k area. The final draft will be completed in January and reviewed by the finance committee, to ensure a final draft is tabled at the first board meeting of 2022. A draft capital Expenditure plan will also be finalised for this meeting.

2.5 Policy Reviews:

- Hamish spoke to his review of the Maori Educational Success policy
 - It appears to be aspirational but as a policy should it be guiding what is actually happening?

- After discussion it was decided that Hamish would improve the policy and more effectively reflect what is actually happening and what is feasible to work towards.
- Aaron spoke to his review of the Harassment policy
 - it is made up of three documents, it defines what harassment is and outlines the complaints procedure
 - there is a slight inconsistency in wording, which will be rectified by SchoolDocs, however, the policy was found to be fit for purpose.

3 ITEMS FOR INFORMATION (in Principal's Report)

3.1 Property

- 5YA 2022-27: onsite assessment has been undertaken
- 5YA Roofing: Seniors Roofing commencing in January
- SIPS Alarm system upgrade: Almost finished.
- SIPS Security Camera upgrade: One more camera has been added to face Taupo block
- SIPS Pool upgrade: MOE approval received and contractors notified
- Hot Water Heater - Art Centre: awaiting installation

3.2 Community of Learning update:

- Key points of Principal meeting held 17 November:
 - several schools impacted by vaccine mandates
 - discussion around management of level 2 requirements
 - AST appointments update
 - Attendance Service being wound up and redeveloped for 2023

3.3 Northern Porirua Growth meetings:

No meeting since the last Board meeting - deferred until term 1 2022

3.4 Metlink Bus Service:

Since the meeting earlier in the year regarding frequent incidents, Metlink appear to have kept their commitment to provide experienced drivers and the school has not had any further issues raised with the Principal.

4 MONITORING:

4.1 Finance and Transactions Report:

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

CARRIED

4.2 PTA Update:

- A number of events and fundraisers have happened, mostly coordinated by school staff, including:
 - Calendar Art
 - Pizza Day
 - Raffle
 - School Fun Day

4.3 Health and Safety:

- Taken as read in Principals Report
 - it was noted that a fence will be put up to protect those walking on the path behind the goal posts

4.4 Attendance/Roll report:

Taken as read in the Principals Report

5 ADMINISTRATION

5.1 Minutes of previous meeting:

It was moved (Krishnan/Smith) that the minutes of the meeting held Thursday 11 November 2021 be approved. **CARRIED**

5.2 Minutes of previous In-Committee meeting:

It was moved (Sherriff/Von Son) that the minutes of the in-committee meeting held Thursday 11 November 2021 be approved. **CARRIED**

It was moved (Sherriff/Mexted) that the minutes of the in-committee meeting held Thursday 14 October 2021 be approved. **CARRIED**

6 MEETING CLOSURE

6.1 Agenda items for next meeting:

-

6.2 Communication for newsletter - from BOT
Nil

6.3 Actions from this meeting:

- notes to be added to previous meeting minutes

Meeting closed at 9.20pm

Next meeting: Thursday 17 February 2021