

**Wadestown School Board Meeting**  
**Wednesday 1st December 2021**  
**7:00pm, Staffroom**

**Present:** Mark Cropskey (Chair), Huia Forbes, Fazleen Ismail, Genevieve Hancock, Alistair Rumball-Smith, Amanda Frater (Principal), Nadine Gray, Robyn Grover (DP/Staff Rep), Helen Shields (Minute Secretary)

**1. Karakia, Welcome and Apologies**

There were no apologies. Genevieve joined the meeting at 7:12pm. Nadine joined the meeting at 7:24pm.

**2. Minutes of Previous Meeting**

The Minutes of the previous meeting held Wednesday 3rd November 2021 were accepted as a true and correct record. Huia/Fazleen – passed.

**3. Matters Arising**

**Before and After School Care**

- 8 different families in total have shown an interest.
- A survey via google form will be sent out to collect data. The providers will then assess the information.
- The intention is to operate a pilot for a small group after school next term.
- The Board agreed this is a strategic way to make the school more attractive which in turn is good for roll growth

**Action:** Send google form to collect data then share with providers.

**Purakau Ave**

- It was agreed to revisit the relationship between the school and residents of Purakau Ave.
- It is a private road which the Ministry of Education (MoE) owns 1/6<sup>th</sup> of and Wadestown School is a co-owner.
- The MoE has a responsibility to rectify any damage that it causes.
- Residents advised that they instructed their lawyer to send the school a letter a number of years ago which does not seem to have been responded to by the

school. The residents believe it is a binding agreement that the school will give them certain notice of activity.

- There are two areas of conflict; (a) parents driving up the Avenue and (b) the behaviour of residents towards school parents – the ongoing pushback is unacceptable.
- It was agreed that it is timely to send a letter to clarify the status of Purakau Ave.

**Action:** Mark, Huia, Genevieve, Fazleen and Amanda will draft a letter to the residents of Purakau Ave. To be shared with the full Board for comment.

### **Les Meadows**

- Huia has received an email from Les Meadows who teaches the guitar and drums.

**Resolution:** that Huia be delegated to agree a rate with Les including revising this year's invoices. Agreed. MC/GH.

### **Wellington Regional Primary Principals' Association (WRPPA) Conference - March 2022**

- The Board is supportive of Amanda attending along with Cathrine and Robyn.

### **Sexuality Education - Health (Years 5-8).**

- There is a requirement that the Board has to consult with the community every 2 years on the delivery of the Health and P.E. curriculum.
- Resources are to be left in the office for parents to peruse – they have the right to withdraw their child from the sessions if they so wish.
- Some parents are asking what messaging the school is giving. The curriculum is changing.
- The Board agreed to provide whatever resources are needed. Amanda has some examples from local schools. Fazleen will assist with communication as required.
- Policies: were updated ahead of the ERO visit. School Docs will be updated as time allows.

### **Annual Voluntary Donations**

- The Board resolved to Increase the Annual Voluntary Donation by 5% - in line with inflation. AR/HF Passed.

- Genevieve will analyse how many families with more than 1 child pay their donation. A multi-child discount will be investigated.
- Activity fees – will be renamed to Classroom Activity Donation.
- Discussion around the possibility of using a platform for easy spreading of payments.
- Agreement from all that communication around school donations will be important.

4. **Correspondence:** Noted

5. **Board Administration**

#### **Principal's Appraisal - Board Chair Report**

- Amanda has been appraised by a former principal using a robust process which included reflection of the past year and a 360 with 4 staff.
- Mark will share the report summary with the Board.
- Overall the appraiser was highly complimentary of Amanda's performance over the last year and the excellent report reflects well on the school.
- This appraiser will undertake next year's appraisal as well.

6. **Principal's Report** – received with thanks and taken as read.

- Members were invited to email Amanda with any questions.

NAG 1

Schoolwide planning for 2022 - Noted

NAG 2

PLD for 2022 - Digital capabilities and supporting resourcing - Noted

Staff/Leadership Reporting to the Board - Responsibility and Units for 2022 - Noted

Library Report – received with thanks. It was noted that there has been a significant drop in issuing.

- This should be analysed to find out why this has happened.
- Is there a relationship between the roll and library issuing? Mark will discuss this with Derek.
- Discussion around the Board assisting with driving the encouragement of reading.

- Consider inviting Derek to attend a board meeting next year to discuss the library. Alistair and Amanda will work on developing ideas to drive the library in 2022.

Environmental Report - Noted

Travel Plan - Noted

Learning Support - Noted

## ICT

- PLD request through the MoE has been successful and the school has chosen to work with Gil Hunter (Aiscorp) and Kathe Tawhiwhirangi (Core Education).
- Work to be done on ratios, what teachers would need and what devices would be needed.
- Alistair and Amanda will meet with Gil to discuss options including looking at leasing to buy.
- Teachers will need more devices – discussion around perhaps the PTA fundraising to purchase more.
- Needs to fit with the strategic plan – future focussed goals.

Te Reo/Whānau Engagement - Noted

The Arts - Noted

## NAG 3

### **Appointments for 2022**

- The recruitment process ran smoothly. New appointments will be announced tomorrow.
- Within School Teacher - Kahui Ako. Wadestown School will get a second WST for 2022. Funded by the Ministry/KA and comes with two units and release.
- New Weld Street cleaner is working very well. Mark will look at the casual contract for the cleaner.

## NAG 4

**Budget** - Noted with thanks. Approved as a draft.

- Genevieve will work with Amanda and come back to the Board with a final version early next year.

## NAG 5

### **Road Safety**

- Amy and Amanda L are continuing with this work and will look at the speed of traffic and identification of areas of risk on all sites.
- The road patrol gear is too light resulting in regular breakages.

## NAG 6

### **ERO - Early Compliance Review**

- Principal Appraisal - see above

## **7. Further Business**

- The Board will put on a morning tea for the staff. Robyn will choose a date and advise.
- Amanda has Board gifts for leaving staff.
- Tennis Club: The Tennis Club will email the school office to advise that they are all double vaccinated. Fazleen to action.

**Meeting closed:** 9:20pm.