

# Wallacetown School Board of Trustees Meeting Minutes

Held on Thursday 23 April 2020 at 1.30pm via Zoom

Present: Carl Stewart (Chairman), Ana Ridley, Kelly Hibbs, Danna Zhang-Thomas, Doug Jukes, Neville Hore, ~~Ana Ridley~~  ~~Kelly Hibbs~~ Sandii ~~was present~~

Apologies: Sandii Culimore

- Declaration of Interests: Nil
- Previous Minutes read and confirmed
  - Matters Arising – Westpac Banking (Annie) signatures sorted. (After meeting Carl has been granted access to internet banking)
- Correspondence Inwards – Letter from Parent and Staff member
  - (BOT went in-committee to discuss content)
  - Outwards Nil
- Charter 2020
  - Ann joined the conversation to provide advice, Ministry has confirmed we have an extension to submit. Strategic Aims agreed upon, need to develop plans and targets to meet these goals. Agreement that next step is Mission and Values need reviewed, will need to involve community in this. Ann provided guidance and some material for us to plan out steps.
- Reports
  - Financial – Monthly accounts provided, brief discussion on accounts
  - Principal – Discussed Neville's provided report and PAT results, these were well received and great to see
  - Fundraising – Raffle on hold
  - Property and Grounds – Nothing to report
  - Whanua Liaison – Discussion on lack of communication to community, agreed we need more input and provide more information to the community. Neville to action.
- Homework Procedure – Carried over ~
- Exit interviews with whanua leaving school – Small discussion on this and agreed that this needs to be developed.
- Accident Report – BOT went in-committee to discuss report and its findings. Carl to ensure actions are implemented as agreed by the BOT
- Plans for Level 3 – Neville provided a summary from the Ministry and the schools plans. More communication needed, Neville agreed to provide communications to the community and improve these.
- Communication during lockdown – Actions settled in previous discussions