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Wallacetown School Board of Trustees

Minutes of Monthly Meeting

Wednesday 2 September at 7.30pm

Present:

Lauren Wilson (Acting Principal), Carl Stewart (Chair), Kelly Hibbs, Ana Ridley, Doug Jukes, Aaron Parker, Donald McKerchar

Apologies: Nil

Declaration of interest: Nil

Welcome to Donald McKerchar as his first meeting as parent representative.

1. Confirmation of previous minutes from meeting held 29 July 20

Accepted: Aaron/Kelly

2. Matters Arising from previous minutes
 - a) Westpac – Kelly to go to Westpac for Debit card for Fundraising Account
 - b) Bad debt- To write off – (Kelly)
 - c) Rubber Matting for playground – (Carl)
 - d) Scrap Metal & removal of Tractor (Doug)
 - e) Charter – carry over to next meeting
 - f) School fees – carry over to next meeting
 - g) Before/After School care – Some Surveys returned – Ana & Lauren to meet up to continue work on this.
 - h) Pool. Discussion on Opening date – Trying for this school holidays(Sept/Oct 2020)

Move that Wallacetown School BOT Set the cost of the 2020/2021 Pool Key cost to \$65.00 hire, with a \$10.00 bond to be refunded on return at end of the season.

Moved Lauren/ Kelly

All in favour

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3. Correspondence: As per Current Bulletins

a) Inwards

b) Outwards – 11 Aug 20 - Oreti Community Board – requesting funding.

- 1 Sept 20 – Southland District Council-No longer mowing the Domain.
- Meeting went “in committee” 8.10pm
- Meeting “out of committee” at 8.12pm

4. Charter:

Progress is being made – Currently with Ann Bixley – Held over to next meeting

5. Reports

Financials (June)

- Kelly clarified queries on reports.
- Meeting went “in committee” 8.23pm
- Meeting “out of committee” at 8.25pm

5.) Principal Reports

- Reports explained by Lauren
- 56 Students – 2 more to start late term 3
- Discussion on reports
- Reading recovery- Aaron put together a report for options for the future and discussed them.

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6. Property and grounds (Doug)

- Rubber matting under swings needs replaced, Carl to see if he can source some.
- Sump (by office) to be repaired – Doug
- Discussion on grassed area at back of school, Doug to get quote from Delta regarding mowing .
- Community Garden- Interest from the community into running it, more info to follow if this pans out.
- Petty Vandalism occurring at school, not our students, but youth of Wallacetown. Families to be asked to keep an eye out.

7. Whānau (Ana)

- Nothing to report, just a reminder that Ana is available to families if they need assistance with Ngai Tahu queries regarding extra tuition

8. Fundraising

- September 19th – Quiz night still planned, but Covid yet may cancel. Fundraising committee meeting this week to decide.
- Calendar Art- Orders coming in.

9. General

- Information booklet for the school is revamped and looks great.
- New Website up, Danna currently still driving it, but when Covid permits, Annie & Lauren to learn how to.
- Swimming Pool Aim to open T3 school holidays
- 2 x LTR asked about 2021 staffing, and timeframes about application processes. Carl & Lauren to meet with current teacher on LWOP to clarify intentions.
- Shared Drive with Teaching staff and Board to be set up so amendments can be easily made to the Policy/Procedures. (Lauren)
- Code of Conduct discussed, all BOT to read and sign and scan to Annie for filing.

Move that Wallacetown School BOT accept the Code of conduct. All members to sign and return to Annie

Moved Carl Stewart / Aaron Parker

all in favour

Motion to move reports Accepted Ana/Doug

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10. Items for next agenda – 23 Sept 2020 7.00pm

1. School Fees-how to advise families, why/what it is for, deadline to pay, its optional
2. Afterschool care – Ana& Lauren to continue
3. ICT Policy & Procedure review

Actions to be completed:

Person responsible	Action	Date to be completed by
Annie	<ul style="list-style-type: none">- Website learning the how to- Swimming Pool- Southland App – see i they can upload info booklet.	All are ASAP
Carl	<ul style="list-style-type: none">- Rubber matting for swings- School fees- Swimming pool	ASAP
Lauren	<ul style="list-style-type: none">- Afterschool Care- Email to families asking to be aware of vandalism and to keep an eye out.- Set up shared drive staff/BOT for policy review/amendments.	
Doug	<ul style="list-style-type: none">- Scrap metal Merchant to remove junk metal.- Delta cost of mowing paddock	ASAP
Ana	<ul style="list-style-type: none">- After school care	
Kelly	<ul style="list-style-type: none">- ATM Card for Fundraising group.- Bad debt – write off-	
Aaron	<ul style="list-style-type: none">--	

Date for next meeting: 23 September 2020 7.00pm (NOTE EARLIER TIME)

Meeting concluded: 9.30pm