

## PETONE CENTRAL SCHOOL BOARD OF TRUSTEES MINUTES 29 JULY 2021.

**Purpose: Regular monthly meeting scheduled by the Board.**

Date:	Tuesday 29 July 2021
Time :	4:00pm
Meeting Location:	Petone Central School
Meeting Leader:	Ria Rimene (Board Co-Chair)
Prepared by:	Ally Tatafu (Board Secretary)

### Present

Trina Bennett (Principal)	Chris Osborn
Ria Rimene (Board Co-Chair)	Jeannie Phillips (Elected Teacher Rep)
Holly Walker (Board Co-Chair)	Ally Tatafu (Board Secretary)

1. Board meeting began with Karakia: Ria Rimene
2. Apologises: Sarah (NZSTA), Joshua Brown and Sarah Whaanga
3. Previous Matters

The minutes of the 19 June 2021 meeting were accepted.

4. Matters arising from **Previous Minutes (18 May, 2021)**
  - Sand pit cover: Joshua will continue to work towards it. Time frame given of one month. Holly will communicate with Joshua and Chris has volunteered to help.
  - Hutt Fest 2021: Catering to 69 people. Shopping will be done by Admin and will need volunteers to help. 2x Volunteers from the PTA.

### 5. Principals Report

Trina shared the Principal's report.

Discussion around the 10 year Property Plan and Student Achievement Progress.

**Action:** Trina will keep Board informed when further information has been received in regards to the 10 year Property Plan and processes are in place to help improve students' Achievement Progress according to latest data.

The Principal's Report was tabled and accepted. All approved

### 6. The Financial and Budget Report.

Trina shared and discussed the Financial and Budget Report.

Discussions were made around the Payments from the Ministry of Education, BOT fees, Hall Hire and In-House covering of Teachers when sick.

The Financial Report was tabled and accepted. All approved.

#### **7. The Strategic Report.**

Ria shared and discussed the creation of the Work Plan and its Online Survey with feedback data as well as the Adoption of the New Charter Plan.

**Action:** Holly and Jeannie will come up with a plan to engage with the School Community to inform the updated charter and will present this plan before the Board in the August BOT Meeting.

The Strategic Report was tabled and accepted. Holly Motioned to accept Work Plan. All approved

#### **8. New Business: Parents Teachers Association (PTA)**

Chris gave feedback from the first meeting of the PTA. Holly discussed and shared ideas that PTA can put forward to the Board for further discussion i.e. fundraising for playground.

**Action:** Chris Osborn and Holly Walker will be the representatives who will 'bridge' between Board and PTA and they will also liaise with Whaea Mornain (School administrator) to gather information about efforts to fundraise for a playground upgrade.

The Parent Teacher Association Report was accepted. All approved.

#### **9. Other Matters.**

Chris Osborne proposes a Parents Report against the School Curriculum. Chris will further update the Board about this matter in due time.

**Action:** Chris is to draft an amendment to the Reporting of the Parents Policy to clarify what Parents/Whanau can expect from the school's reporting.

All approved and accepted

#### **10. Next Meeting Date.**

Tuesday 10 August 2021 4:00pm

The Meeting Closed at 5:00pm

#### **11. Karakia:** Ria Rimene

X

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Board Co-Chairperson

X

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Date

