



"To be the best we can be"

**Minutes of Whangaparaoa Primary
BOARD OF TRUSTEES MEETING
4th February 2019
In Staff Room**

Welcome/Introductions/Apologies/Conflicts of Interest

Meeting opened at 7.00pm

Present: Rhys Finn, Helen Brown, Melissa Dawson, Kevin Cronin, Brad Gibbons, Grant Willis, Claire Scott

Apologies: Maiana Waugh

In attendance: Jenny Lisefski (PFA representative), Jo Kember, warren steel

1. Welcome and Introductions 7.00pm

Kevin and Brad opened meeting and welcomed all attendees

2. Achievement update - Jo Kember 7.10pm

Jo presented latest achievement data now captured via Linc-Ed system. Only have 6 months data at this stage so hard to draw conclusions

Jo, Warren and Kevin happy with initial data results by year group but have also noted opportunities for improvement

Kevin believes data indicated WGP is relative to other decile 9 schools

Discussion about balancing what the data is telling us vs ensuring we are trying to develop well rounded students. Whole child approach vs 3 R's

Competencies in the curriculum and the ORCA values are the key focus

review again mid year when there will be a full year of data

- Jo left the meeting 8.00pm

3. Administration 8.00pm

3.1 Election of office holders 2019

General discussion about Board positions and requirements. All notes that these will only apply until the mid-year elections

Rhys Finn elected as Chairman

Brad Gibbons elected as deputy

Helen Brown elected as secretary

Theunie Wiid to continue as minute taker

Melissa agree to write a blurb for the school newsletter promoting upcoming elections and encouraging new BT members to stand

Grant Willis and Brad Gibbons confirmed they will not be standing again. Melissa Dawson is undecided

In committee session 8.20pm, session closed at 8.30pm

4 Grit camp documentation 8.30pm

Documentation updated from last years camp in preparation for 2 camps this year

RAMS forms reviewed and updated

BOT passed their expectation to Kevin & Warren to assess all risks which may be different from last year. BOT approved kevin to proceed as planned

Discussion of year 6 camp

- Warren asked for feedback which was very positive
- No changes planned
- Warren to ensure documentation updated as necessary

5 2019 meeting and agenda planner

Warren and Kevin to review Draft planner before Kevin leaves for sabbatical

Next meeting set for February 26

BOT to finalise at next meeting

6 Principal's report

Large increase in new entrants, expected opening roll approx 636, actual roll will be 688

Sabbatical - Kevin to depart on Feb 6th on first part of sabbatical. Warren Steel will assume temporary responsibility for the school as acting principal

- dates of sabbatical listed in Kevins report

Modern learning updates to classrooms will be completed during term 1. Classrooms will be available to use on day 1 but not finished

BOT to appoint a new appraiser for Kevin, Brad has approached Carolyn Murano; TBC

Kevin noted that the 3 year ERO review is due this year, 2019. The Board agreed to review the previous reviews findings at the March meeting to ensure the school is well prepared

7 Property review

Rhys to provide a detailed report at next meeting on 26 February

Briefly

- administration on the hall project continuing
- scoria drainage around new playground completed by Rhys over holidays

Date of next meeting: Tuesday 26th February 2019 at 7pm.

Meeting closed at 9.23pm.

Rhys Finn



Chair

Date