

# Waikiki Primary School Board Meeting - Minutes



5.30pm Monday 29 June 2020

**2020 School Board Parent Members:** Jennifer Forbes - Chair, Andy Van de Sand, Heidi Wahanui, Angela Young, Monique Holland, Shannon Cantatore (Community Representative)

**Staff Representatives:** Kelly Oliver, Gillian Aletreby, Naomi Greaves

**Principal:** Louise Hughes

No.	Agenda Item / Person Responsible	Links to Priority in Business Plan	Action / Documents	Notes
1.	Welcome			<ul style="list-style-type: none"> <li>Acknowledgement of Country – Naomi Greaves</li> <li>All board members present</li> </ul>
2.	Minutes From Previous Meeting (Jennifer Forbes)		<ul style="list-style-type: none"> <li>Minutes circulated from meeting held on 24 February 2020 (JF)</li> </ul>	<ul style="list-style-type: none"> <li>Notes/Minutes accepted – S Cantatore, seconded – M Holland</li> </ul>
3.	COVID 19 up date - <ul style="list-style-type: none"> <li>Staff reflections (LH)</li> </ul>	2.2	<ul style="list-style-type: none"> <li>Discussion led by Louise</li> </ul>	<ul style="list-style-type: none"> <li>Louise ran through staff feedback and reflections following the COVID19 response during term 2.</li> </ul>
4..	School Review Term 4 (LH)	Targets and school assessment	<ul style="list-style-type: none"> <li>Information and discussion led by Louise</li> </ul>	<ul style="list-style-type: none"> <li>Due for Term 4 but no longer happening at that time due to COVID19. Louise ran through the process. We do not have a rescheduled date for our upcoming review yet.</li> </ul>
5.	School Board Training and Development	4.3	<ul style="list-style-type: none"> <li>School Board Pre Reading before the meeting (ALL)</li> <li>Public School Council/ Board Training – Module 1 – Roles and decision rights</li> </ul>	<ul style="list-style-type: none"> <li>Louise went through some of the rules and responsibilities of the board.</li> <li>The idea was shared to get a number of school boards together for training /PL</li> <li>JF – we will develop a timeline for training and development</li> <li>LH – will start to source PL.</li> </ul>
6.	Other Business			Financial update to come at next meeting as well as attendance data.

					<p><i>All members agreed to a 5pm start. Continue with 2 meetings per term.</i></p> <p><i>Louise shared her recent experience as a part of a research group looking at high performing schools.</i></p> <p><i>Staffing update. At this stage Darlene Gostelow to remain in her acting principal position for term 3 and may return to WPS in term 4 or may pick up further work elsewhere.</i></p>
	<b>Meeting Close (Jennifer Forbes)</b>				<i>Closed 6.22pm</i>

**Items to be discussed at the next meeting:**

- *Mid-year Financial report*
- *Attendance data*
- *WAPBS*
- *School Board development and training*

**\*\* Meeting Schedule 2020**

Monday 17 February 6.00pm	Monday 3 August 6.00pm
Monday 6 April 6.00pm – NOT HELD	** Monday 14 September 6.00pm – PUBLIC MEETING
Monday 18 May 6.00pm – Virtual meeting	Monday 26 October 6.00pm
Monday 29 June 6.00pm	Monday 7 December 6.00pm – end of year celebration!

Signed and dated by Chairperson:



26/07/2020