

TITAHI BAY SCHOOL BOARD OF TRUSTEES
Minutes of the Board of Trustees meeting held on
Monday 6 September 2021 at 7pm
Via ZOOM

ADMINISTRATION

1.1 Present

Sarah Campbell, Jodene Gooch (Minute Secretary), Abby Keplar, Anna McGavin, Duncan Emo, Kerry Delaney, Gaby Wesley-Smith.

1.2 Apologies

Kumeroa Brown , Vanepale Sopoaga

1.3 Declaration of interests

Duncan works for the Ministry of Education.

2. STRATEGIC DISCUSSION

2.1 Communication with whānau

The use of SEESAW and ZOOM as a communication tool with whānau is proving to be a success. The more we use this the more our community is engaged. The survey to the community was very positive.

MATARIKI

Gaby spoke about the success of the matariki breakfast and the high turnout of whānau to this event. Gaby also acknowledged all of the hard work that the Māori team had put in to make the celebration of Matariki a success - a special mention to the set up of the Matariki room that all classes and early childhood centres/kindergartens and playcentres from around the area had the opportunity to visit .

2.2 - NZCER Student voice surveys

Due to being in Alert Level 3 Miranda McMahon will report to the Board on these at the November meeting. The student voice is really good to read.

2.3 Alert Level 4

Titahi Bay School has written protocols that are in place. All staff have copies of the protocols. Chrome books were distributed to tamariki that required them. Also food and

educational/activity packs were also distributed to any tamariki and whānau that required these.

2.4 Alert Level 3 and 2

Titahi Bay School has written protocols that are in place. At Alert Level 3 we admitted tamariki of essential workers into school . We had 11 - 13 tamariki a day at school.

At Alert Level 2 Titahi Bay School is open for instruction and we expect our tamariki back at school much faster this time.

3. STRATEGIC DECISIONS

3.1 ERO Feedback

All assurance work will be completed by Term 4. Sarah spoke about the last two meetings with Jan Coleman.

3.2 Reimbursement to teachers and staff

Kerry Delaney moved that the Board pass a one off payment to teachers and staff that have been working from home during lockdown to cover the usage of internet and calls, **seconded by Sarah Campbell. Motion was passed.**

3.3 HEALTH CONSULTATION 2021

Kerry Delaney moved that the board pass the Health Consultation Survey which is to be sent to the community, **seconded by Gaby Wesley Smith. The motion was passed.**

4. MONITORING

4.1 Accounts

Kerry Delaney moved that the Board pass the **June and July accounts, seconded by Gaby Wesley-Smith . The motion was passed.**

6. Administration

6.1 Confirmation of last minutes

On the motion of Sarah Campbell, seconded by Kerry Delaney, it was resolved that the minutes of the meeting held on **Monday 28 June 2021**, be taken as read and signed as a true and accurate record of that meeting. **Motion was passed.**

6.2 Correspondence - Principal's Report

Kerry shared and discussed her report.

All large planned school events have been postponed due to the regulations of the alert levels of COVID.

The school hall floor has been fully refurbished and outlined , the new sunshade has been installed outside of room 8 - Thank you to NZCT for their contribution towards this , the school honours board has been installed in the school hall.

7. Meeting closed at 8pm.

MINUTES READ AND CONFIRMED

CHAIRPERSON.....*Sarah Campbell*.....

DATE *19/11/21*.....