

MINUTES OF KAPANUI SCHOOL BOARD OF TRUSTEES MEETING

Held on

Wednesday 18 September 2019

At 7.00pm

Present:

Ben Addington, Craig Vidulich, Michelle von Keisenberg, Meredith Pearson, Mike Roberts, Jane Tesoriero and Jeanette Turkington

Opened Meeting with a Karakia

Apologies:

Kiriana Papara

Welcome

Ben informed the Board that Gordon has resigned due to work commitments. Kiriana was co-opted after the election, which means there are five parent reps on the Board.

Ben started the meeting reading questions from cards provided by NZSTA with possible scenarios that could arise at school board level. This is a good way to start the meeting; it gives new members a time to ask questions.

Decisions

Chrome Books

Kapanui run BYOD for years 5-8. Historically the Board has funded Chrome Books for pupil use. After discussion, the Board felt that BYOD should be promoted first before approving purchase of new devices for each classroom. Craig will include the purchase of 10 devices for each class in the New Year draft budget – **Action: Craig**

Classroom Upgrade

After meeting with the Ministry Craig and Ben felt that relocatable classrooms might not be needed because the roll has stabilised. Provisional staffing allocation for next year has reduced by one teacher. If the roll did grow more than predicted, relocatable classrooms would be available. The school year will start with 23 classrooms.

Motion: Board accept recommendation to defer delivery of relocatable classrooms.

Moved Ben **Seconded:** Mike **Approved**

Proposed change of School name

Kapakapanui is the name for the local mountain. According to local Iwi the name Kapanui was shortened from Kapakapanui as it was easier to pronounce. Board discussion on changing school name from Kapanui to Kapakapanui. The Board are in favour of the change and felt that they need to communicate with the community. The school will also communicate with Whakarongotai and Waikanae School.

Craig will send out a draft timeline for the Board to read and comment – **Action: Craig**

The board will defer any decision until more details are provided.

School Hoodie

Staff have shown an interest in purchasing one of the new school hoodies. Craig asked if the Board would be happy to contribute towards the cost of purchasing a hoodie for each staff member.

Motion: The board contribute 50% of cost price i.e. \$25.00

Moved Mike **Seconded:** Michelle **Approved**

Principal's Report

Sickness has affected staff, particularly support staff this year.

Dyslexia writing group showed mixed success. Works well in smaller groups. Dyslexia Awareness Week is being promoted within Kapanui next week.

Personnel

Brooke has accepted a full time teaching position in Palmerston North and will resign at the end of the year. Craig is awaiting confirmation of date of return from Emma; she is currently on Maternity Leave.

KINDO

There has been a good uptake with KINDO, parents are enjoying the one stop shop model.

Digital curriculum

Lucy will lead the school in this in 2020.

Burglary

Security cameras picked up registration plates and police were able to identify the perpetrator who stole a large screen TV and audio equipment from Room 4.

Measles

Schools are guided by Ministry guidelines.

Belvedere crossing

This is approved and we are awaiting on a date for training from Kapiti Council.

Medical Room

Pupil injury requiring further medical attention explained.

Moved: Ben **Seconded:** Meredith

Motion: Principal's report for September is accepted.

Moved: Ben **Seconded:** Jane **Accepted**

Finance Reports – tabled

Motion: Finance report for August accepted
Moved: Mike **Seconded:** Michelle **Accepted**

Discussions

Strategic Plan

Craig has asked the Board to send in their comments and suggestions/better wording and adjectives to better explain school strategy.

Seatbelts

There has been some concern raised over lack of seatbelts on public transport, especially when pupils are travelling on highway. Michelle will contact bus companies to assess who has seatbelts. **Action:** Michelle contact bus companies and report back to the Board.

Trusteeship Booklet tabled

A good reference for Board members. Ben and Craig meet prior to each board meeting.

Mindfulness PD

Craig and two other staff members attended a workshop last week. They learned good practices that can be taught in the classroom to help reduce anxiety.

Agenda next meeting

- Classrooms
- Strategic review
- KapaKapanui renaming
- Draft budget 2020

Minutes from last meeting

Minutes from previous meeting confirmed as a true and correct record.

Moved: Ben **Seconded:** Meredith **Accepted**

Matters Arising

Poles under walkways are rusting because water has seeped under the paint. Craig will investigate and report back to the Board. – **Action:** Craig

Meeting closed at 8.59pm
Date of Next Meeting 7 November 7pm

December meeting
12 December

Signed _____ Chairperson, Board of Trustees

Action Points

Point	To action
Chrome books include in draft budget	Craig
School renaming – send BoT timeline/info	Craig
Seatbelts on public transport	Michelle
Investigate paint on poles	Craig