

CONFIRMED MINUTES

BOARD MEETING 11



At the PPS Board Meeting 12 on 29 Feb 2024 these minutes were confirmed as presented.

Name:	Pillans Point School
Date:	Monday, 4 December 2023
Time:	5:00 pm to 8:00 pm (NZDT)
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Clay Fulcher, Jacqui-Ellen Price, Katie Pritchard, Liam Geraghty, Lucy Sheppard, Marty Mayston (Chair), Monique Brooks, Rachael Arthur
Attendees:	Kevin Piermarini, Paula Brinsden, Sarah Warr

1. Opening Meeting

1.1 Karakia

1.2 Confirm Minutes

Board Meeting 10 30 Oct 2023, the minutes were confirmed as presented.

1.3 Interests Register

1.4 Action Item List

Due Date	Action Title	Owner
31 Oct 2022	Staff Induction Status: Completed on 30 Oct 2023	Jacq Price
1 May 2023	Updated EOTC document Status: Completed on 30 Oct 2023	Kevin Piermarini
8 Jun 2023	Add or remove pronouns from EOTC Status: Completed on 30 Oct 2023	Kevin Piermarini
30 Jun 2023	Induction process review Status: Completed on 29 Nov 2023	Rachael Arthur
30 Sept 2023	Track Northland tragedy Status: In Progress	Jacqui-Ellen Price
30 Sept 2023	What is our WHY? Status: In Progress	Rachael Arthur
31 Dec 2023	Draw up roster for attendance at staff meeting Status: In Progress	Clay Fulcher

2. Board Actions

2.1 NZSTA Term 4 checklist

All done.

3. Subcommittees

3.1 Pool subcommittee

Awaiting grant email, due back today, but not received yet.

If grant received: Lucy to meet with Jacq and Shayne (if necessary) to facilitate contractors.

3.2 Grants and Sponsorship committee

A few people turned up to the sponsorship evening. (Audience was keen to share their businesses with the community.)

Believe the blueprint for next steps is sound. Plan an enormous event including the surrounding community / external businesses, but still tie into the school. Black tie? table selling? dinner/catered? sponsor seating? Showcase the school offsite. Wintertime? Bi-annually vs annually? Plan further in T1 2024. Collaboration with the PTA rather than stepping on toes.

Discussion surrounding funding sources from the government and how it gets spent in the school and the shortfall arising from this. Discussion surrounding school activities and donations - how to dispel disinformation in the community. 70% activities paid 60% donations paid as at 2 October. Plan more transparency on what activities the children have done thanks to parental payments.

Hero advertising placement was discussed.

4. Management Reports

4.1 Finance Reports

Still tracking well. Further changes to draft budget to come.



2024 Budget approved

It was resolved by the Pillans Point School Board of Trustees that the draft budget be confirmed for 2024 after review by Jacq and Liam at the end of Term 4, Week 10.

Decision Date:	4 Dec 2023
Mover:	Jacqui-Ellen Price
Seconder:	Liam Geraghty
Outcome:	Approved

5. Building & Property Updates

5.1 Property Summary

Kiwi water pipe leak fixed. Suspected faulty plumbing parts were originally installed as leaking at joints.

5.2 Refurbishment progress

On track. No major issues. Design flaw with the deck next to the surfboard room. Holiday work is in planning.

6. Health and Safety

6.1 Health and Safety Committee

Updated EOTC pronouns.

H+S report -

- carpet tiles in the hall - potentially glue them down vs reinstating the wooden floor.
- sickbay register - reminded staff to use tags.
- paper copy of the accident form is now in the office.

7. School Policies

7.1 Policy Review

Noted FYI

8. Decisions, Discussions & Sharing

8.1 Defibrillator on school site

All agreed to put forward a grant to fund the purchase of the defibrillator.

Consider annual maintenance? - PTA may like to fund this?



Submit grant application to Pub Charity for AED device, cabinet and service plan

It was resolved by the Pillans Point School Board of Trustees that a request be made to Pub Charity Limited for funding for the amount of \$4880.42 to cover the cost of the purchase of an AED device, outdoor secure AED cabinet and service plan for the AED for four years.

Decision Date: 4 Dec 2023
Mover: Lucy Sheppard
Seconder: Clay Fulcher
Outcome: Approved

8.2 Principal PLG

FYI. Letter of endorsement of Principal PLG accepted.

8.3 Aspirational Playground ideas

Aspirational phase - agreed for quote sourcing. Outdoor canopy on the wish list - consider the impact of light in buildings during placement.

Discussion around wishes for spaces - kids playing handball amongst basketball games etc, many games going on at once on the field - not many spaces for singular activities.

Gather staff feedback from a select few to present at the first board meeting of 2024 - Katie

We likely need to form a committee for this - awaiting feedback.



Aspirational playgrounds

Gather staff feedback from a select few to present at the first board meeting of 2024 - Katie

Due Date: 29 Feb 2024

Owner: Katie Pritchard

8.4 Professional reading

Document shared describing one of the foundations underpinning the strategic plan.

8.5 2023 EOY Learning Support and Pastoral Care Report

168 or 30% is on learning support register. Documentation of processes and systems on supporting these learners was shared. Included revenue and funding streams.

Learning Assistant breakdown provided. Met one-on-one with the Learning Assistants regarding professional learning, workload, planning and group support, and reduced hours. Continue to build the structure of their work.

Monitoring student outcomes via Hero data.

8.6 2023 End of Year Student Progress and Achievement Report

Writing goal #1 - Positive feedback from targeted individual teaching. Plan to review the targeted student data more frequently.

Writing goal #2 - needs further investigation. Yr 3 and Yr 5 had dipped - curriculum level change, subjectiveness of teacher, assessment tool doesn't fully align to NZ curriculum - slightly harder, attendance. Plan for more frequent check-ins and include parents earlier.

Suspect the data is faulty - the general impression is that the values are incorrect and not indicative of the school's actual position.

Discussion around streaming vs differentiation and OTJ's. Future plan for a consistent approach to writing and literacy across the whole school is under construction - implementation with fidelity. Common codes of pedagogy rolling out.

Plan regular discussions in these areas. Re-set the target goals for 2024.

8.7 2024 Teaching Teams

Documents shown detailing teaching teams.

Discussion on specialist positions, staff placements and building usage.

8.8 2024 Calendar dates

Confusion surrounding the comms presented to the community regarding start date for 2024. Starting late due to Kahui Ako alignment. Further communication will be sent.

8.9 Building Identity connected to Tapuerau (Iwi name for local area)

Building names have been given to us by Iwi. It is the buildings themselves that are named, not the hub. Likely means each hub has to remain in their current buildings.

8.10 Chromebook and iPad leasing for 2024

Discussion on Lease vs Buy. Responsibility for repair, maintenance and disposal. 38k to fix the short term problem. (160 chromebooks)

Preference to try for grant to buy outright. - 60 ipads for now.

Liam to check if we can buy the rest. Leasing if not available.

Want: 320 chromebooks 180 ipads

Have: 295 chromebooks 130 ipads - ipads are owned. All are heading closer to end-of-life.



Request for funding from the Lion Foundation for 60 iPads with protective cases

It was resolved by the Pillans Point School Board of Trustees that a request be made to the Lion Foundation for funding for the amount of \$51,589 to cover the cost of the purchase of 60 iPads with protective cases.

Decision Date:	4 Dec 2023
Mover:	Lucy Sheppard
Seconder:	Marty Mayston
Outcome:	Approved

9. International

9.1 International Term 4 update

A general rundown on International happenings given.

Self-review completed. The new teacher had an induction day and is looking forward to starting.

Applied for free Korean language tuition again.

10. For Noting

10.1 2023 Principal Well being fund

The 6 k payment for 2023 will be used in 2024 along with the 6 k payment for 2024. This payment is being used for the Canadian Conference in Week 1 of the April holidays.

10.2 2024 meetings

Board to continue meeting in weeks 4 and 9 of each term. Thursdays at 5 pm.

11. Compliance Reporting

12. In Committee

13. Closing Karakia

13.1 Closing Karakia

14. Close Meeting

14.1 Close the meeting

Next meeting: No date for the next meeting has been set.

Signature: _____

Date: _____