

# CONFIRMED MINUTES

## PPS BOARD MEETING 13



At the **PPS Board Meeting 14** on **23 May 2024** these minutes were **confirmed as presented**.

<b>Name:</b>	Pillans Point School
<b>Date:</b>	Thursday, 4 April 2024
<b>Time:</b>	5:00 pm to 7:15 pm (NZDT)
<b>Location:</b>	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
<b>Board Members:</b>	Marty Mayston (Chair), Clay Fulcher, Jacqui-Ellen Price, Katie Pritchard, Liam Geraghty, Lucy Sheppard, Monique Brooks, Rachael Arthur
<b>Attendees:</b>	Kevin Piermarini, Paula Brinsden, Sarah Warr

### 1. Opening Meeting

#### 1.1 Karakia

#### 1.2 Confirm Minutes

**PPS Board Meeting 12 29 Feb 2024**, the minutes were confirmed with the following changes:  
*Note on inflatables - put wording on website banning their use in the school pool.*

Inflatables pool rules change - adding it to the website - no inflatables.

#### 1.3 Interests Register

#### 1.4 Action Item List

Due Date	Action Title	Owner
30 Sept 2023	Track Northland tragedy <b>Status:</b> In Progress	Jacqui-Ellen Price
31 Dec 2023	Draw up roster for attendance at staff meeting <b>Status:</b> In Progress	Clay Fulcher
29 Feb 2024	Aspirational playgrounds <b>Status:</b> In Progress	Katie Pritchard
30 Apr 2024	What is our WHY? <b>Status:</b> In Progress	Lucy Sheppard

### 2. Board Actions

#### 2.1 NZSTA Term 1 checklist

Delegations - agreements - if anything specifically that the principal can't sign, note it, else authority given.

### 3. Subcommittees

#### 3.1 Pool subcommittee

Grant accepted, money received.

Frame for roller in production.

Plan to renew the rope.

#### 3.2 Grants and Sponsorship committee

Secured an agreement for 7.5k sponsorship and extras.

Event planning starting. Contacted a potential drawcard - waiting on replies. Additional contacts floated.

Discussion around PTA event vs Board event and target audiences and other what-ifs.

Ensure a clear brief is provided for the reason behind fundraising.

Preferred contact - end of the holidays for response, then tag others.

### 4. Management Reports

#### 4.1 Finance Reports

Reforecast in progress.

### 5. Building & Property Updates

#### 5.1 Property Summary

Unallocated budget - spend on infrastructure needs to be addressed first. Then P2 eg plumbing, electric, etc. Then P3, then P4 (Pou, canopy).

Discussions around potential canopy for outside assemblies and learning etc. Placement, lifespan and maintenance cost discussed. Best case for the whole school to fit under the canopy vs loss of green space.

Agreed to further investigate canopy suitability, options and pricing - funding over a span of years / grants.

### 6. Health and Safety

#### 6.1 Health and Safety Committee

Pads repaired on playground areas after injury.

Investigation around a slip on a deck completed, no action required - unique accident

Updated internal protocol and procedures on child injury reporting.

Health and safety committee updated for when Kev transfers.

## 7. School Policies

## 8. Decisions, Discussions & Sharing

### 8.1 Defibrillator on school site

Grant money received. When item is in stock, we'll receive it onsite. 5 years servicing included. A few locations floated for installation. Must be visible. Perhaps a news item on sun live.

### 8.2 Aspirational Playground ideas

### 8.3 Chromebook and iPad leasing for 2024

100 chromebooks and 45 ipads. 40k lease. 30k buy. Total of 60 ipads. Go ahead with lease chromebook and buy ipads and cases. Plan for new lease of 220 chromebooks in 2025.

### 8.4 Staffing

Discussion around confirmed staffing entitlement. Planning required.

### 8.5 Achievement data review

### 8.6 Uniform

Discussion around free shirts vs subsidised shirts vs cost pass-on.

### 8.7 SLT/Leadership Report

General information given from leadership for the board.

## 9. International

### 9.1 International Term 1 update

Update given. 2 new students start next term.

Short stay group successful.

Vetting and interviews underway for next short stay group.

Queried success of how the international business is running since the Board changes. Feels like things are going well. Suggestion to re-look at break even point.

Positive feedback around the International Teacher.

## **9.2 Korean Trip**

Approved spending for Korean trip

## **10. For Noting**

### **10.1 Board engagement**

Mid year gathering? Board focussed?

Whanau recognition for immediate family? Christmas?

#### **Missing agenda item:**

What is our WHY? Te Tiriti discussion.

Hautu - be familiar with Kahikatea. Lucy will send a link for reading.

call to action - are we meeting our obligations under Te Tiriti and can we improve? 3 points to work towards. Can be aspirational. Governance and operational based. Tie back to strat plan? Give consideration on certain points in the board meeting to link back to our responsibility.

Whanau hui on Monday 8th, 5pm. Gather the genuine voice after this event.

Thanks given to Kev for his dedication to Pillans Point, and well wishes for the future at his new role.

## **11. Compliance Reporting**

## **12. In Committee**

## **13. Closing Karakia**

### **13.1 Closing Karakia**

## 14. Close Meeting

### 14.1 Close the meeting

**Next meeting:** PPS Board Meeting 14 - 23 May 2024, 5:00 pm

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_