

**MANGAWHAI BEACH SCHOOL BOT**  
**Agenda for Meeting 20 May 2024 at 6.30pm**

**PRESENT/APOLOGIES**

**Registration of Interests AK, LC, BN, CP-C, AM, EM, SF**

**ADDITIONS TO THE AGENDA**

- School Trust Update - BN
- Teacher Suggestions Term 1, 2024/Staff Review - Changes for Improvement - EG
- Wish List
- Welcome to Pauline our new Staff Rep for the next two terms.
- Enrolment process update including how we do it

**MINUTES OF THE PREVIOUS MEETING**

**MATTERS ARISING**

**ACTION LIST**

- Basket swings
- Playground update - seniors
- Trespass of local gentlemen
- Feedback from whanau hui
- Updates on Action List:
  - Playground games - see wish list

**INWARD CORRESPONDENCE:**

**OUTGOING CORRESPONDENCE:**

- MBS Turf Project

**SELF REVIEW**

**FINANCIAL REPORT**

**PRINCIPALS REPORT**

**HEALTH AND SAFETY**

**STAFF REPORTS**

**GENERAL BUSINESS**

**CONFIRMATION OF:**

- Action List
- Next meeting date

**MOVING IN-COMMITTEE?**

## Teacher suggestions for improvement - Term 1, 2024

- Streamline Hero goals so that planning can link to the goals for reporting; **Charli investigating**
- Provide a person to support full-time in the Learning Support Center; **BoT have asked for wish list**
- Bring back the pause breathe smile room for our children with high anxiety or for children who find it difficult in the playground; **BoT have asked for wish list**
- Streamline education outside the classroom into a form that covers a year for internal events; **Emma onto it with Scott**
- Get together or meet in person for updates or reminders could be 15 minutes in the morning - **Monday 8.15 am to 8.30 am Trial for two terms / team meetings / Thursday Thoughts - how can we improve this?**
- Reinstate early Intervention role covering early foundation skills **BoT have asked for wish list**
- Evenly space CRT time
- Fence off area for our new entrance and year ones ideally the intermediate area; **BoT have asked for wish list**
- Paint games on concrete, games like snakes and ladders and hopscotch; have Stilts and gutter boards; **Getting quotes**
- Person to take extension maths in the Intermediate area three hours per week
- Reinstate senior playground; **working on this with BoT**
- Different playtime for year 0 to 4 year 5 to 8;
- Wet lunchtimes under the cover set times for each syndicate; **on to this**
- Having someone who is dedicated to run house competitions and get house spirit functioning - **Leaders?**
- Teacher aid support three hours every day and in each class. **BoT have asked for wish list**
- Regular communication around pressure points in the school.

# **MANGAWHAI BEACH SCHOOL BOT**

## **Minutes of Meeting 22 March 2024 at 4:30pm**

**PRESENT:** Aaron Kemp, Emma Grieve, Luke Canton, Bruce Nelder, Abby Meagher, Carmen Phillips-Cato, Scott Fickling, Shirley Schlooz-Allott (Minutes secretary),

**VISITORS:** Jill Corkin, Alan Corkin, Natalie Fronczyk-Barlow (Mangawhai Education Trust members), Pauline Patrick

**APOLOGIES:** Nil

### **Registrations of Interests: AK, EM, BN, LC, CP-C, AM, SF**

The meeting opened with a special presentation from members of The Mangawhai Education Trust, chaired by Jill Corkin, on the process, development and progress pertaining to the proposed build of a new school in Mangawhai.

Discussions were had regarding the site location, funding, affordability i.e. fee structure both socially and culturally and the benefits an additional and much needed school will bring to Mangawhai.

BN thanked the MET members for giving their time to provide this presentation and the opportunity to answer any questions from the Board.

### **Additions to the AGENDA**

- 4.30pm start - Jill Corkin coming in to talk to us
- Gazebo quotes
- STRGs - placements
- TA redevelopment
- Closing school grounds at weekends and after school
- Stand downs and follow up Me te mihi me te whakaute.
- New staffroom. - cabins
- Clarity around bus routes
- Hard court

### **MINUTES OF THE PREVIOUS MEETING:**

**Motion:** Minutes of meeting dated 19 February 2024 be accepted as a true and accurate record.

*Moved: Bruce /Seconded: Carmen  
All in favour.*

**MATTERS ARISING:** Nil

## **ACTION LIST**

- Tsunami survival equipment – ongoing
- Gym kitchen – parked
- Tuck shop – ongoing
- RAMs form review – ongoing as part of the OCC
- Painting of playground games in front of new classroom block - ongoing
- Quotes for Gazebos - ongoing
- Bus Times signage to be ordered and installed

## **INWARD CORRESPONDENCE:**

CP-C advised that she has not received any of the usual monthly magazines this year. Reminder to administration staff for the Ed Gazette and all other magazines and inwards correspondence be forwarded to CP-C.

## **OUTGOING CORRESPONDENCE:**

Nothing to report

**SELF REVIEW:** Reading Review 2024 - Charli - Literacy Leader submitted.

## **FINANCIAL REPORT**

Financial reports submitted.

**Motion:** Reports noted and accepted.

*Moved: Bruce/Seconded: Abby  
All in favour*

## **PRINCIPALS REPORT**

- Debt on staffing - due in part to 4 staff on bulk grant currently being covered by the board and the huge 'bonus sick leave' which the MoE has credited back to staff.
  - Discussions around the increased 'bonus sick leave' and the potential operational affects this may have in terms of staffing and funding if and when staff members need to take lengthy sick leave.
  - Discussions also on the merits of encouraging teachers to take the two days sick leave entitlement rather than taking just one day. Having that extra day helps towards a better chance for a healthy return to the classroom.
- Aaron expanded on the Legislation as explained by ERO being an hour of reading, writing and maths each day.
  - Discussions around how Teachers can assign these skills to a dedicated time and where these skills can be integrated across the curriculum.

- BN asked for clarity regarding 'Our Kids Online'.  
-AK advised it is a safety programme specifically designed for kids. Staff have had their first professional meeting in Our Kids Online. This has now been placed into the team level for discussion around how to be implemented within each team.

**Motion:** *The Principals report be accepted.*

*Moved: Aaron/Seconded: Bruce  
All in favour*

## **HEALTH AND SAFETY**

Nothing to report

## **STAFF REPORTS**

Reading Review 2024 -Charli Walker - Literacy Leader submitted.

-Discussions were had around the review, its merits and various points of view were shared regarding the inclusion of a survey completed by the Teachers, and the anonymous nature of surveys.

-BN acknowledges the great work involved in putting together the review and expresses the board's gratitude.

## **GENERAL BUSINESS**

- Tsunami Kids Update:  
-Further discussions with Arthur regarding storage of tsunami gear. Making progress. If gear can be stored there, there will be no need for the purchase of a trailer.
- Tuck Shop:  
-Anita will no longer be running the tuck shop. Discussions around putting out to the community expressions of interest for potential offsite options.
- RAMs Form Review:  
-EG advised that coming under EON's has created additional documentation requirements.  
EG and SF will put aside time to work on this together.

**Motion:** *Board delegates authority to SF to action any adaptations to all our EOTC forms.*

*Moved: Bruce/Seconded: Emma  
All in favour*

- MOE for more buses:  
-A fourth bus started on Monday 18th March with some minor hiccups. Discussions around bus schedules and present percentage of eligible users.
- Purchase of additional container for storage:  
-Container has been purchased.
- Qualified surf lifesaver suggested to attend events where students will be in and around water:

-Discussions were had which resulted in EG advising that the new RAMs forms can include additional information in terms of water safety issues, to be completed prior to such events.

- 5.1.5 Procedure for dealing with the Media:

-Discussions regarding a recent Media visit which resulted in an unexpected incident where a student was filmed. AK has decided to put out a notice advising that any filming or photography of children on school grounds during school hours is prohibited by any sectors of the news Media.

**Motion:** Notice to add Item 5.1.5. Procedure for dealing with the Media guidelines, and have the policy included as part of the Yearly Review.

Moved: Bruce/Seconded: Emma  
All in favour

- FOMBS Fundraisers:

-BN would like to acknowledge all the hard work FOMBS have done with the fundraising events and expresses the board's appreciation.  
-EG suggests that in future, a review of the events would be most beneficial.

- Gazebo Quotes:

-EG approached 3 companies for the quotes which came back ranging from \$14k to \$18k. Recommendation is to accept Hercules quote. Further discussions around looking into the storage of the equipment and also to pursue grants to assist with costs.

- Parking and Traffic:

-Discussions regarding staff car parks, bus parking, disabled parking, U-turns, traffic management and signage issues. AK advised that he installed a 'No U-turn' sign in the car park which disappeared after one day. Bus time signage i.e. no parking, no turning, buses only 8am-3pm etc to be ordered.

## PROPERTY

-Discussions regarding the 4 additional portacoms being provided by the MOE and where they will be positioned. Also discussed the repositioning of astroturf and layout of the area.

-Discussions regarding 5YA (Property Plan spanning 5 years) building / land proposals and plans which have been submitted to the MOE. All plans submitted are provisional and under consideration.

-Discussions regarding the new hard courts project and the additional costs involved for earthworks. Quotes received from Shane Cullen and Ash Canton.

**Motion:** To accept quote from Ashley Canton / AC Drainage

Moved: Bruce/Seconded: Carmen  
All in favour

**NEXT MEETING: 20 MAY 2024 AT 6:30PM. MEETING CLOSED AT 6.35PM**

**Signed: ..... Date: .....**