



Our Purpose: People, Potential, Planet - Growing a community of successful lifelong learners

MINUTES OF MARAETAI BEACH SCHOOL BOARD MEETING

Held at Maratai Beach School, Maratai

On **TUESDAY 17 March 2020, 6.00pm**

Present: Mark Keenan (MK) (Principal)
 Wayne Gillard (WG - Staff Rep)
 Craig Rooks (CR) - (Chair)
 Maria Lamberto Calvo (MLC)
 Tristan Gilchrist (TG - Minutes Secretary)
 Damian Powley (DP)

Apologies: Simon MacKechnie (SM)
 Vonja Young (VY)

Visitors:

1	Open and Welcome	Follow up
	<p>a) CR opened and welcomed everyone to the meeting at 6.44pm.</p> <p>b) CR requested any conflict of interest declaration based on agenda.</p>	
2 and 3	<p>Strategic discussions and decisions</p> <p>Decision made to focus on financial information and pandemic rather than the proposed agenda for this meeting.</p> <p><u>Financial Discussion</u> - in committee</p> <p><u>Pandemic Plan</u> Decision regarding school closure comes from Ministry of Health. Distance learning - looking at being prepared should we need to close. Hygiene - teaching hand washing with students. Purchasing tissues, hand sanitiser etc. Staff leave - overseas trips, illness. We need to be prepared for what this looks like for us. Some staff have already cancelled their leave due to no longer travelling with the isolation requirements. Taking advice from Ministry of Health and Ministry of Education. Currently receiving daily bulletins.</p>	Follow up



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	<p>Upcoming events: Inschool events - would like to continue as normal, although all assemblies are on hold. Junior / Middle school swimming this Friday to continue; parent teacher interviews to continue with updated guidelines (10min only, keep distance apart with desk between, no handshaking, stay away if sick, etc.); fun run to continue. Swimming sports and fun run to have no parents in attendance. All interschool intermediate sport has been cancelled. As a school, we believe we shouldn't be involved with interschool y5&6 sport, or sailing days. Basically anything in the wider community. We would like to keep going with production at this stage but will relook at this in early Term 2. Mary Poppins - waiting to hear from Ticketeek so if the show is cancelled hopefully we will be refunded. At this time all school events outside of school to be cancelled, and all inschool events to continue (apart from assemblies).</p> <p>Term 2 Camp Y3 day; Y4 overnight; Y5&6 overnight; Y7&8 overnight Paid bond to Raglan and Chosen Valley. Chosen Valley meeting as a board this week and will advise us of their plans, flexibility with deposit etc. Is it too risky to continue planning on camps? There are issues to consider such as: responsibility of looking after children if they become sick, covering costs if parents are not willing to send the children, ensuring staff are well are all considerations.</p> <p>Motion: to continue with inschool events at this time with the option to review as situations change and postpone upcoming camps until a later date. Raised CR, seconded MLC, unanimous</p> <p>Action: MK to share with the board the pandemic policy</p> <p><u>IWI consultation re new build</u> Need to go to iwi to ask them if they would like to be involved with our new build sod turning and landscaping. DP advised to email and follow up with a phone call and discuss rather than writing a letter. Would be great to have the influence of our local iwi in the new build. Action: DP to draft email and send to MK.</p>	<p>TG / MK</p> <p>MK</p> <p>DP</p>
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4	Monitoring Reports	Follow up
	<ul style="list-style-type: none"> a) Principals Report b) Board Chair's Report c) Finance Nothing further to report d) Property Nothing to report e) Policies and Legislation: f) Health & Safety <p>Motion: To accept all Reports as tabled Raised CR, Seconded MLC, unanimous</p>	
5	General Business	Follow up
	<p>Other business:</p> <p>Monitoring board time: MLC 1.5 MK 3 DP 1 WG 5 CR 3</p>	
6	Administration	Follow Up
	<ul style="list-style-type: none"> a) Minutes: To alter minutes from February meeting to reflect DP to also undertake property responsibilities. b) Motion: to approve the minutes of the meeting held February 2020 as a true and accurate record: Raised CR, seconded MK, unanimous. <p>Action Points from previous minutes:</p> <p>Action: SM/MLC to put together community communication and LV to distribute - to complete</p>	TG



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	<p>beginning of T2 due to pandemic communications. Action: CR to Share speech from Meet the Teacher evening. Completed. Action: Add photo etc. to go out this Thursday. Action: speak to architects and make a plan to involve local iwi blessing of the land etc. DP to send email to MK to forward to architects.</p> <p>CR to send through report from Tracy Martin - to do MLC to have gutter cleared, arrange minor repairs with PD for external contractor. - to do</p> <p>c) Correspondence tabled.</p> <p>d) Identify agenda items for next meeting Revised budget Review Annual Plan - topic: Strategic Goal 1. Staff Appraisal, coaching and Professional development. MK and WG Monitor maintenance and capital works 5yr and 10yr property</p> <p>Meeting closed at: 8.23pm and went incommittee.</p>	
	<p>Next Meeting: 7 April 2020 at 6.00pm in the staff room.</p>	