

CONFIRMED MINUTES

PPS BOARD MEETING 17



At the **PPS Board Meeting 18** on **12 Dec 2024** these minutes were **confirmed as presented**.

Name:	Pillans Point School
Date:	Thursday, 7 November 2024
Time:	5:00 pm to 7:30 pm (NZDT)
Location:	Pillans Point School - Staffroom, 101 Maxwells Road Otumoetai Tauranga
Board Members:	Marty Mayston (Chair), Clay Fulcher, Jacqui-Ellen Price, Katie Pritchard, Liam Geraghty, Lucy Sheppard, Monique Brooks, Rachael Arthur
Attendees:	Paula Brinsden, Sarah Warr, Jason Morgan

1. Opening Meeting

1.1 Karakia

1.2 Interests Register

1.3 Confirm Minutes

PPS Board Meeting 16 19 Sept 2024, the minutes were confirmed as presented.

1.4 Action Item List

Due Date	Action Title	Owner(s)
30 Sept 2023	Track Northland tragedy Status: Completed on 12 Dec 2024	Jacqui-Ellen Price
29 Feb 2024	Aspirational playgrounds Status: Completed on 7 Nov 2024	Katie Pritchard
2 Sept 2024	5YA funds - COLA etc Status: Completed on 30 Oct 2024	Jacqui-Ellen Price
30 Sept 2024	Draw up roster for attendance at staff meeting Status: Completed on 31 Oct 2024	Clay Fulcher
30 Nov 2024	Prepare a list of preferential projects for future 5YA funding Status: Completed on 30 Oct 2024	Jacqui-Ellen Price
31 Dec 2024	Board funded vs Government funded Learning Assistant reporting Status: Completed on 30 Oct 2024	Paula Brinsden
19 Feb 2025	Profiling Learning assistants and their roles in a newsletter Status: Not Started	Paula Brinsden

2. Board Actions

2.1 Policy Review

Noted as read

3. Subcommittees

3.1 Pool subcommittee

Two quotes received to paint the pool.

Plan to secure grants to achieve these works.

Resolution passed to apply for grants from TECT and NZCT. Unanimous agreement.

Spool cover works too well. Reminders to put the pool cover on to the community and classes.

Health and Safety - spool handle spinning, patches of new fibreglassing is very slippery.

3.2 Sponsorship Update

Discussion on grants for busses and sponsorship opportunities for Gobsmacked next year.

Brainstorming on other sponsorship opportunities that we may be available to call on.

4. Management Reports

4.1 Finance Reports

Tracking well. 2025 budget planning underway. Ops grant has reduced.

4.2 TSO engagement addendum

Reviewed and accepted.

4.3 Auditors Report 2023

Noted as read.

Audit recommendation remedies discussed - Monthly journal entries to be presented at future meetings.

5. Building & Property Updates

5.1 Property Summary

Roofers coming to assess roof. Very reasonable quote came through - dependent on any defects found when roof is replaced.

Bells and PA. Request to change existing setup - but some sounders are broken. Likely to spend 5ya funds on it as this is now a health & safety issue.

Ministry aware now of noise issues in Kiwi/Kea. Positive indication that measures to address this can be implemented by the Ministry. Discussion around Moa issues.

5.2 Sitech Quote - Notification System

Noted as read

5.3 Trees

Magnolia tree is coming down in January - too many issues to sustain a trim. Powerco trims or removes at their own cost once per tree. We have to pay for a stump grinding to remove the remnants of the tree.

No other immediate work is needed. Plan for maintenance in 2025.

6. Health and Safety

6.1 Health and Safety Committee

7. Decisions, Discussions & Sharing

7.1 SLT/Leadership Report

General summary of school happenings.

EOTC review next year.

3 Fixed Term teacher positions awarded.

7.2 Curriculum Changes

A lot of change in this area. Generally positive feelings around this.

7.3 Uniform

Shortfall on hats. Decision made to allow unbranded navy blue, wide brim hats. No caps.

Discussion around our sunsafe policy.

Shorts - discussion around school owned sports shorts being worn as everyday uniform.



Sports Shorts

Source sample of single colour navy sports shorts from current supplier.

8/11 - email to Robyn to acquire from supplier.

Due Date: 12 Dec 2024
Owner: Sarah Warr

7.4 2025 Staffing

Changes in staffing presented.

Explanation of units assigned to specific roles. Explanation on Kahui Ako units and division of such.

Only three teams due to Teacher/Student ratios.

Current Tui space will be used for Kea students. Tui will be in Kea space. Planning based on "phases" will need to be considered for 2026.

SLT are updating expectations/policies for part-time staff.

7.5 2025 Draft Budget

7.6 Principal Professional Growth Cycle Update

Noted as read.

7.7 Dancing with the Stars

Feedback from Hui discussed.

Clarification around liquor licencing applications.

7.8 Learning support

Discussion on funded teacher aides and funding thus. Recruiting for the additional High Health needs supporters is underway.

Reductions on hours for funded staff to match what the ministry contributes. About \$8 shortfall per hour.

A few board funded teacher aides have fallen to attrition. Query on effect on learning without these extra hands. Traditionally we have over provided learning assistants. Discussion on level of learning per student from teacher aide vs fully qualified teacher and where the money that pays for the teacher aide might better be received.

8. International

8.1 2024 International

Potentially 13 students to start next year. Japanese group confirmed, Chinese teaching/student group tbc, but highly likely.

Self review and attestation compliance happening this month.

9. For Noting

9.1 General business

Table succession planning for next meeting.

Election software planning. Term 1 2025.

10. Compliance Reporting

11. In Committee

11.1 In Committee

12. Closing Karakia

12.1 Closing Karakia

13. Close Meeting

13.1 Close the meeting

Next meeting: PPS Board Meeting 18 - 12 Dec 2024, 5:00 pm

Signature: _____

Date: _____