



**FRUITVALE SCHOOL BOARD OF TRUSTEES**  
**MEETING TWO - VIA ZOOM**  
**Monday 21 March 2022**

40 Fruitvale Road  
New Lynn  
Auckland 0600  
Phone – 09 827 2752  
Email - office@fruitvale.school.nz

**1. Meeting Opened**

6:16 pm

**Karakia  
Present**

Nicolette Woolford  
Poata Eruera (Board Chairperson)  
Hine Viskovich (Acting Principal – Term One)  
Denise Hall (Treasurer)  
Nicolette Woolford  
Bex Bennett  
Janelle Callaghan (Staff Representative)

**Minute Taker**

Denise Hall

**2. Apologies**

Nil

**3. Chairperson Introduction**

**Mrs Hine Viskovich acting Principal Term One, Deputy Principal of Fruitvale School**

Hine leaves us to be Principal at a Thames Primary School.

I wish to acknowledge her 14 years of service to Fruitvale School.

Hine has delivered over and above expectations of a Deputy Principal – as Donal says: “Deputy Principals are very important people in the life of any school and we are replacing one who has been central to all that we have achieved.”

Hine, you have clearly shown this term how ready you are to permanently take the reins - demonstrated by the calm, collaborative, communicative, inclusive and warm way you have handled the Omicron crisis and supported our staff and community.

On behalf of the past and present Board of Trustees, I wish you well and thank you for the amazing service you have given to our kura. Haere ki to Kakenga me matou aroha.

**4. Minutes of previous meeting dated 14 February 2022**

Members have read the previous meeting minutes.

**Motion:** That the minutes of the previous meeting be accepted as true and correct.

**Moved:** Bex Bennett

**Seconded:** Nicolette Woolford

**Passed:** Unanimous

**Matters arising from previous minutes**

Nil

**5. B.O.T.**

**Financials**

**December 2021 Summary –** Adjusted Working Capital is \$373,510

F.F.C. reserves \$39,200, IT \$10,000

Operating Position is at 100%. Income 112%. Expenses 109%.

The F.F.C. is currently at a year-to-date fundraising surplus/deficit of \$1,438.

Fruitvale School's Year to Date is surplus/deficit is \$45,116 against original budget of \$5,702.



**Actual to Budget Comparisons**

Code	Description	Y.T.D.	%	Comments for current month
21650	Legal and Advisory	6,000	300	Principals' appraisals to Hedsol Consultants \$4,000
33515	Cultural Activities	11,825	158	Mandarin T3/4 \$823, Te Ao Marama – kapa haka \$4,000, C Pamatatau T3 Dance \$360.
32915	ICT School Wide	14,634	183	Isometrics - NSA enhanced \$795
65007	Learning Support Staff	173,511	158	Support staff \$17,684, GTT \$3152, Paihere – Fruitvale contribution to TA's \$2,319, Waitakere ISAP programme \$2,070.

**Assets**

Code	Description	Actual Spent	Yet to Spend	Budget	This month's comments
95616	Furniture & Equipment	32,659	-7659	25,000	EOY Jnl Occost Furniture
95622	ICT	30,222	-222	30,000	M Page device MOE grant code 10644 \$1,707, EOY Jnl Occost Electrical Equipment
95628	Library	2,133	7,867	10,000	EOY Jnl Occost Library Resources

**Motion:** That the December 2021 Financials be accepted and approved.

**Moved:** Nicolette Woolford

**Seconded:** Poata Eruera

**Passed:** Unanimous

**Draft Annual Report Year Ended 31 December 2021**

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2021 from Leading Edge Services fairly reflects the financial position and operations of the school.

**Motion:** The School's 2021 financial statements are authorised for issue by the Board.

**Moved:** Hine Viskovich

**Seconded:** Poata Eruera

**Passed:** Unanimous

**January/February 2022 Summary**

Projected Working Capital for December 2022 is \$361,581

F.F.C. reserves \$39,296, Special Projects \$10,000

School M.O.E still to spend \$17,200 = \$66,496

Operating Position is at 17%. Income 16%. Expenses 16%.

Banked Staffing minus \$3,533.

The F.F.C. is currently at a year-to-date fundraising **surplus/deficit** of \$96.

Fruitvale School's Year to Date is **surplus/deficit** is \$9,213 against original deficit budget of \$20,452.

**Motion:** That the January/February 2022 Financials be accepted and approved.

**Moved:** Denise Hall

**Seconded:** Bex Bennett

**Passed:** Unanimous

Matters Arising:

Nil

**Appointment Process for the new Deputy Principal position:-**

The Board unanimously appointed our Chairperson, Mr Poata Eruera

Teaching Staff appointed Ms Janelle Callaghan

Support Staff appointed Ms Jacqui Teale



**BOT Election Returning Officer**

Ms Jacqui Teale has agreed to be the school's returning officer for 2022

**Moved:** Nicolette Woolford

**Passed:** Unanimous

**Ethnic Data dated 4 March 2022**

Poata presented via Zoom.

We have 23 Ethnicities at Fruitvale with:-

**Ethnic One:** N.Z. European at 30% - 89 students, N.Z. Māori at 15.5% - 46 students, Samoan at 14.5% - 43 students, Indian at 12.8% - 38 students.

**Gender:** Female – 154 students or 51.85%, Male – 143 or 48.15%.  
**Suburb:** New Lynn – 154 students or 51.85%, Glen Eden – 84 students or 28.28%, Kelston – 20 students or 6.73%, Glendene – 16 students or 5.4%.

**M.O.E. Groups:** N.Z. European – 76 students or 25.59%, Asian – 75 students or 25.25%, Pacific – 74 students or 24.92%, N.Z. Māori - 53 students or 17.85%

**6. Acting Principal Report - Hine Viskovich**

**Professional Development**

Te Puna Reo

Teachers engaging, growing knowledge and competency in Te reo me te tikanga Māori. Teachers integrating te reo me te tikanga Māori into classroom lessons and learning.

MAC - Phil Gordon

Phil inspired and challenged teachers to continue journey.

Science - Nature of Science - Nick

Current focus - how we integrate NOS (investigative approach) into other curriculum areas?

Teacher appraisal/inquiry

Deferred this with so many students away, teacher absences, unable to provide release, teachers required for this process.

Duck and Dive

Senior students have had daily swim coaching with Duck and dive coaches. High levels of participation.

Covid

Omicron phase 3

Staffing concerns, more students back at school, less options of split classes, solutions may be RTLB relievers, classes spread across multiple classes, reading recovery teachers covering the odd day.

Teacher well-being has been compromised.

All our school protocols are still in place.

Property

Air conditioning in Piwakawaka fixed.

Tiger turf has been quoted for repair.

Vandals damaged Tiger Turf and a rubbish bin. Cleaners sighted car nameplates, shared with Police.

Staffing

Resignation letter from Robin (RTLit) and Hine Viskovich (DP).

Maternity leave letter from Nicole Pfeifhofer

GTT cook has been employed - Emily Hall. Hannah will continue one day a week support till the end of term.

Mrs Viskovich has communicated to Jacqui that support staff will receive discretionary leave if Covid related.

Disregarded Leave for teachers - found out that teachers can only get Disregarded leave if they actually get Covid, not for isolation reasons. Mrs Viskovich has communicated to Jacqui that teachers who are required to isolate also get discretionary leave.

General

Considering the pressures and stresses on all of us professionally and personally, things are going well.

Students are happy and enjoying quality teaching and learning.

Hine would like to acknowledge Shirley and Jacqui for going above and beyond since the start of this term in the school's response to Covid, working through nights and weekends. They have been an awesome team and we have had lots of staff feedback on how safe they have felt returning to work. Grant Mallins acknowledged this work in an email sent to Donal while in the traffic light system.

**Motion:** That the Acting Principal's Report be accepted and approved.

**Moved:** Denise Hall

**Seconded:** Nicolette Woolford

**Passed:** Unanimous



**7. Correspondence**

**Inwards**

Jackie Teale - Professional Development request toward her Health Science Degree.  
That the BOT supports Jacqui by sponsoring two papers (as in previous years).  
The 2022 year amounting to \$1,667.75 with the same conditions.  
**Moved:** Poata Eruera  
**Passed:** Unanimous

ERO email to BOT and Principal – role of ERO Anne Malcolm - tabled for next meeting.  
Children and Young People - Māori and Pacific – tabled for next meeting.

**Moved:** Poata Eruera  
**Seconded:** N/A  
**Passed:** Unanimous

**Outwards**

Jacquie Teale BOT response letter to Disregarded Leave for Support Staff

**Moved:** Janelle Callaghan

**Seconded:** Hine Viskovich

**Passed:** Unanimous

**8. BOT – General Business**

In line with the whole school's M.A.C. and Te Puna Reo professional development programmes it is opportune that we celebrate the achievements of Mrs Hine Viskovich with a poroporoaki.

The B.O.T. therefore fully supports the school with a contribution for the event of \$2,300 under 'hospitality'.

**Moved:** Poata Eruera

**Passed:** Unanimous

**Board Meeting Closed: 7.12 pm**

**9. In Committee No**

**10. Next Meeting: 23 May 2022**

**Actions from this meeting**

ERO email to BOT and Principal – role of ERO Anne Malcolm - tabled for next meeting.

Children and Young People - Māori and Pacific – tabled for next meeting.

Jacqui Teale's support letter for professional development from Poata.

Ethnic data to BOT members from Poata.

**Actions outstanding from 2021**

Pool gate

School Self Audit and Assurance Statement – at the next face to face meeting.

Charter 2022 – overview - New copy was updated. Will discuss at our next BOT meeting.

These Minutes dated 21 March 2022 were  
ratified by the Board of Trustees  
on *30th May 2022*.

Poata Eruera  
BOT Chair



