



Tomarata School Board of Trustees Minutes

commencing at 7.00 pm on 1 May 2024 (April Meeting) Location: Tomarata School

Attendance: Chris King, Barbara Bartlett, Pip White, Paula Bishop, Siobhan Bishop, Jason Kerrisk, Jeanette Mabin, (zoom) Heather Thomas (secretary)

Apologies: Hagan Logue

Declarations of Interest

Nil

Strategic decisions

Fireworks Report/planning

A meeting tomorrow with a prospective Event Manager with Siobhan, Hayley and Chris. Clearly outlining her responsibilities and what she is able to do. Siobhan will email the board with what is happening

all in favour
Carried
01/1 May 2024

Marketing & Media Update

Need to sign off some signage and quotes. 4 signs advertising the school, 2 go on Waiteitei Road and 2 on Mangawhai Road, thanks to Josh and Hayley.

Van signage. Pip went over some different quotes for getting van done.

Jason moved that we use Dark Lab quote of \$3027.50 to get the van sign written, seconded Barb

all in favour
Carried
02/1 May 2024

90th Reunion

Flyer has been made for the reunion and a sign designed, will discover a cost for food. Lunch and Dinner. Get some quotes from caterers for catering. Will get together with the other reunion members and move on from there.

Policy Review

Principals Report

Currently got 64 students,

Staffing Robyn has resigned for personal reasons, and Jorja will take over for Room 5, Glenda will do the 1 day release in the classroom while Victoria will do the 1 day mentoring with Jorja.

Lots happening this month, Chris went over different activities and things happening this term. End of term on 5th July

Chris explained a few Health and Safety that had been discovered from the 10YP.

Got a refund of some of what we had spent on the water earlier in year

Moved Chris seconded Siobhan

all in favour
Carried
03/1 May 2024

Finance Report

7.30 started a zoom meeting with Helen from CES and going over the annuals and if anyone had any questions. Helen explained differences on the Locally raised funds. Balance sheet is based on where you were from the year before and what you have planned on doing, so that is why there is a difference. Government Grants between actual and un audited budget. All figures are looked GST exclusive.

Annual Financial Statement for the year ended 31 December 2023

Chris moved this be passed, seconded Jason,

all in favour
Carried
04/1 May 2024

March Accounts

Helen then went over some of the commentary's for the Month ending 31 March 2024
Projected Working Capital explaining a few of the differences.

Jason moved we pass March accounts, seconded Barb,

all in favour
Carried
05/1 May 2024

Budgeted Statement of Financial Position as at 31 December 2024

Chris moved seconded Pip

all in favour
Carried
06/1 May 2024

Property Report

General Business:

In the February minutes that were passed at last months meeting, actually had the incorrect date for the next meeting as it had to be changed due to the Principal being away on 27/3/24

Minutes of the previous minutes

Minutes of the meeting held on 25 March 2024 be approved and adopted as a true and correct record

Minutes of the in committee meeting held on 25 March 2024 be approved and adopted as a true and correct record,

Results of Poll for getting minutes signed out of meeting for March meeting

Jason moved that all minutes be passed as a true and correct record, seconded Chris

all in favour
Carried
07/1 May 2024

Correspondence

Board Discussions

Details

Action List for next meeting

Meeting closed 8.40pm pm

Date of Next meeting 29 May 2024

Signed as a true and correct record of proceedings



Jason Kerrisk

29/05/2024

Chair, Tomarata School Board of Trustees

Date

- Wording to be inserted if needed

Public Excluded

I move that the public be excluded from— the following parts of the proceedings of this meeting, namely, agenda item **Details**

*This resolution is made in reliance on [section 48\(1\)\(a\)](#) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by [section 6](#) or [section 7](#) of that Act or [section 6](#) or [section 7](#) or [section 9](#) of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: **The briefing includes sensitive information in relation to employment and therefore the grounds are to protect the personal privacy of natural persons.**

Chair
Carried
001/date

The meeting moved into committee 8.45 pm time

Motions passed in committee (if applicable)

Moved/ seconded
Carried
001/date

The meeting moved out of committee 9.00 pm time