



## Tomarata School Board of Trustees Minutes

commencing at 7.00 pm on 29 May 2024 Location: Tomarata School

Attendance: Chris King, Jason Kerrisk, Paula Bishop, Jeanette Mabin, Pip White, Siobhan Reid, Heather Thomas

Apologies: Hagan Logue, Barb Bartlett

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### Declarations of Interest

Nil

### Strategic decisions

#### Fireworks Report/planning

Reference checks and contract have been done, and she has been given some information, and is meeting with Paula on Friday to have a look around. Linda has been having conversions with many people getting quotes. Getting grants and sponsors. Have in person meetings with Chris, Paula, Siobhan, Hayley and Linda, in August, September and October.

all in favour  
Carried  
01/29 May 24

#### Marketing & Media Update

Signage have all been done for the School and Reunion, thanks for picking them up and delivering to school, Andy it is greatly appreciated. Will look at places we can put them hopefully before the end of term.

Van has all been sign written and looks great.

Look at putting a thank you out with a photo to the community.

For Reunion put the flyer out and send out to people that have made interest in attending.

all in favour  
Carried  
02/29 May 24

#### 90th Reunion

Having a meeting tomorrow night with the others to start the organising of things.

#### Policy Review

##### Appointment Procedure Policy

Chris read what the policy procedure was, and there was a slight difference

Change it slightly to have a board person present in the selection panel for new staff.

##### Support for School and Employee Policy

Chris moved that this be accepted seconded Jeanette

### **School Safety Checking Policy**

Chris needs to check our systems and that we are following the policy  
Chris moved that this policy be passed, seconded Paula

all in favour  
Carried  
03/29 May 24

### **Principals Report**

Chris went through his report with current roll is 67. With more starting next week. Went over the current teachers in different classes and explained how the Beginning Teacher Roll works. Jazmin Hewlett is taking on teaching Kapa Haka to the children coming in 2 days a week for 1 hour a day. Lots of things happening this term, including Soccer/Hockey on June 18 at Port Albert Fields.

Having a hangi, on sight at school thanks to being able to borrow the sacks and rocks from the Tomarata Rugby, which will be on 27 June for Matariki Celebration and inviting the community to come along as well. Have got Reading Eggs for the children to help student knowledge of letter sounds and work on their reading ability. Taking up the BSLA for structured literacy with teachers taking on training to get going.

Update on audit as it is due on the 31 May, as things have been happening beyond our control.

Chris moved his report be accepted seconded Siobhan

all in favour  
Carried  
04/29 May 24

### **Finance Report**

Approve the Financial Report. Chris went through the finance report

Chris moved that the Financial Report be accepted, seconded by Jason

all in favour  
Carried  
05/29 May 24

### **Property Report**

The Tomarata School Board of Trustees have expressed their support of the 10YPP Overview Plan supplied by Watershed.

Hamish from Watershed is amending the proposal from the 10YPP and will need to be approved at a later date

all in favour  
Carried  
06/29 May 24

**General Business:**

Renting out the van

Jason moved that the Contract is in place for Renting out the Van seconded by Chris

all in favour  
Carried  
07/29 May 24

**Minutes of the previous minutes**

Minutes of the meeting held on 1 May 2024 be approved and adopted as a true and correct record

Jason moved, seconded Pip

all in favour  
Carried  
08/29 May 24

Minutes of the in committee meeting held on 1 May 2024 be approved and adopted as a true and correct record,

Jason moved seconded Paula

all in favour  
Carried  
09/29 May 24

**Correspondence**

**Board Discussions**

Details

**Action List for next meeting**

Meeting closed 9.55 pm

Date of Next meeting 26 June 2024

Signed as a true and correct record of proceedings



Jason Kerrisk

3.7.2024

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      pm      time**

Motions passed in committee ( if applicable)

Moved/ seconded  
Carried  
001/date

**The meeting moved out of committee      pm      time**