



## Tomarata School Board of Trustees Minutes

commencing at 7.00 pm on 3 December 2024 (November meeting)

**Location: Tomarata School**

**Present:** Chris King, Barb Bartlett, Jason Kerrisk, Hagan Logue, Pip White, Jeanette Mabin, Paula Bishop, Siobhan Reid, Heather Thomas, visitor Glenda Simkin

**Apologies: Nil**

**Declarations of Interest**

**Nil**

**Strategic decisions**

**Fireworks Report/planning**

Had a debrief on Friday, and went over a few things and what could be improved for going forward. Discussed as to what could be taken away from being on the night and doing earlier in the year. Merchandise didn't sell much on night but still have it for next year.

all in favour

Carried

01/3 Dec 24

**Marketing & Media Update**

Pip is giving up on this and taking up health and safety as she feels she can be doing more there

all in favour

Carried

02/3 Dec 2024

**Sucession Planning**

Elections will be next year, in June, looking to see if who is wanting to carry on next year, A couple have decided this will be their last time, and others are still thinking about it and thinking. Thinking about the Presiding roll, if any one is interested Jason is willing to step aside and help it transform to a new board. If any one knows anyone in the school community that might be interested, have a chat and talk to them.

**Policy Review**

Finance and Asset Management Policy, Managing Income and Expenditure, Financial Conflicts of Interest, Asset Management and Protection.

all in favour

Carried

00/date

**Principals Report**

**Draft Budget**

Chris has spent the afternoon going through it, prioritise things that align with our strategic plan, and all updated with most updated figures we could get. Lots of discussion had over some of the money values that have been changed or amended from previous years. Will leave it open at the moment and have a look at it, and put out a poll vote to get this passed.

Victoria has completed her masters degree and also got an award for coming top in the country in one of her topics. New teacher starting next year, Aimee Kruger. Camp week next week. Aotearoa Surf Day, Music concert, prizegiving on 19 December and last day on the 20th December. Had ERO visit for 3 days, was full on but very interesting. Happy with the strategic progress of the school. The school is mostly working towards the achievements, as compared to previous reviews. No areas were raised as areas of concerns. Looking at bringing breakfast club back to see if it helps a bit with attendance. Health and Safety team is Chris, Pip, Jeanette and Heather.

Chris moved that his report be passed, seconded Jeanette

all in favour  
Carried  
03/3 Dec 24

Jason moves that we pass the Risk Management System. (which includes a link from Staff meetings to the Board meetings ) this will be in place by the next meeting seconded Pip

all in favour  
Carried  
04/3 Dec 24

Chris moved that we pass and sign the Resolution of life useful life of assets, seconded by Jason

all in favour  
Carried  
05/3 Dec 24

Restraint on Children at school from ERO, teachers have authority to restrain children if needed. Now all our teachers aides have done the training but need the board give approval for Sara Pengelly, Maria Hall and Heather Thomas have approval to provide restraint training if needed moved Siobhan seconded Jeanette

all in favour  
Carried  
06/3 Dec 24

### **Finance Report**

Chris moved that the financial report for October are past as a true and correct record second Paula

all in favour

Carried  
07/3 Dec 24

## **Property Report**

all in favour  
Carried  
00/date

## **General Business:**

### **Quick 60 programme**

Jason granted Glenda speaking rights to give a review of the Quick 60 programme she has been running with children. Glenda thanked the Board for allowing her to run this programme, then she went over what she does, and how the children get the specific help. Glenda also gave out reports and graphs of what the results were when they started and finished the course.

### **Minutes of the previous minutes**

Minutes of the meeting held on 6 November 2024 (October meeting) be approved and adopted as a true and correct record

Minutes of the in committee meeting held on 6 November 2024 (October meeting) be approved and adopted as a true and correct record

Business meeting held on 11 November 2024 be approved and adopted as a true and correct record

Jason moved that the minutes be accepted as a true and correct record seconded Siobhan

all in favour  
Carried  
08/3 Dec 24

## **Correspondence**

### **Board Discussions**

Details

### **Action List for next meeting**

Policy Review

**Meeting closed 8.20 pm**

**Date of Next meeting 12 February 2025**

Signed as a true and correct record of proceedings

  
\_\_\_\_\_  
Jason Kerrisk

11/02/2025

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 8.20 pm time**

Motions passed in committee ( if applicable)

Moved/ seconded  
Carried  
001/date

**The meeting moved out of committee 9.00 pm time**