**Tomarata School Board of Trustees Minutes**

**Date: 18th March 2020 Location: Tomarata School**

**Attendance: Cherylene Neels, Sheila Russell, Jason Kerrisk, Chris Rhodes, Jeanette Mabin, Betsy Tipping ( by Skype), Joanne Tischik, Vicki Rambaud(secretary)**

**Visitor: Janet Ashe, Heather Bell**

**Apologies:**



**Welcome**

**Minutes of the previous minutes**

Minutes of the meeting held on ( 19th February 2020 )be approved and adopted as a true and correct record)

Shelia/ Chris

Carried

001/1thMarch

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**Correspondence**

Incoming: 2.3.20 Bayley’s letter Property

 1.3.20 Letter from staff member In Committee

 12.2.20 Letter from Council Property

 6.3.20 Letter from MOE regarding accepting an excluded student into Tomarata School In committee

 12.3.20 NZSTA-membership matters Pandemic Policy

**Item title seperate section for each item**

Presentation by Janet Ashe on grant applications

Supplied quotes for Communications is school.NZ Communiites Trust.

Gazebo in house colours Trillion Trust $11,164.00 in House colours and flags Carried

Next month’s meeting Outside Teacher Salary Quotes needed.

Proposal approve Janet seek grant NZTC Communites Sitech Systems $23.435.00 Carried

Presentation by Janet Ashe for Year ⅞ camp: proposal of approval

Camp 2nd - 6th November 2020 to be self catered and petrol vouchers for parents who use vehicles for transport to the value of $60

Carried

02/18thMarch

**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)](http://www.legislation.govt.nz/act/public/1987/0174/latest/link.aspx?id=DLM123095#DLM123095) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by [section 6](http://www.legislation.govt.nz/act/public/1987/0174/latest/link.aspx?id=DLM122286#DLM122286) or [section 7](http://www.legislation.govt.nz/act/public/1987/0174/latest/link.aspx?id=DLM122287#DLM122287) of that Act or [section 6](http://www.legislation.govt.nz/act/public/1987/0174/latest/link.aspx?id=DLM65366#DLM65366) or [section 7](http://www.legislation.govt.nz/act/public/1987/0174/latest/link.aspx?id=DLM65368#DLM65368) or [section 9](http://www.legislation.govt.nz/act/public/1987/0174/latest/link.aspx?id=DLM65371#DLM65371) 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.**

\*I also move that Heather Bell be permitted to remain at this meeting and given speaking rights, after the public has been excluded, because of their knowledge based on her tenure as our principal appraiser.

Moved Chair Sheila

 Carried all

 03/18thMarch

**The meeting moved into committee 7.34pm**

Motion: To move that the principals interim appraisal report be tabled and accepted.

**Sheila**

 **Carried**

**IC01/18th March 20**

Proceed to end tenancy to provide the house for a staff member with 90 days notice to be given.

**Cher/ Betsy**

**Carried**

**IC02/18th March 20**

To seek Bayleys to provide an up to date rental appraisal for the property.

**Jeanette/ Betsy**

**Carried**

**IC03/18th March 20**

**The meeting moved out of committee 8.09pm time**

**Meeting reentered in commitee at 9.15pm and moved out at 9.35pm. no resolutions from that portion of meeting.**

To pass the AoV from 2019 Cherylene/ Chris carried

 04/18thMarch

To pass the 2020 Budget

Maths from $2000 to raise to $2500.00

First Aid to be raised to $1500.00 Cherylene/Betsy Carried

 005/18thMarch

IRD resolution for Vicki and Cherylene

Tomarata School Board of Trustees confirms Vicki Rambaud

 as Executive Office for the purpose of MyIR File Login, and

 Cherylene Neels as “Owner” with the delegated authority

to appoint an executive office holder. Cherylene/Jason

 Carried 06/18march

Board role in deep learning from revisioning

Teachers will take the lead and BOT members to contribute in staff meeting time.

Term 2 & 3 collecting data

Term 4 collating data

Feedback on first time Principal Conference

Role of BOT understand Maori Culture please look at Cherylene Report

High trust relationships- learning & wellbeing

NZSTA elections - Candidates and names put forward for elections

**Principals Report** Cherylene/ Jason

Carried

07/18thMarch

**Finance Report**

the Board approve the December payments of $28,149.77 to be accepted

Chris/ Shelia

Carried

08/18thMarch

**Property Report**

School house-.Jason to check house meets tenancy standards before change over of tenants

Resource consent discussion

Reflections. Caretaker to discuss with Reflections all work and needs to be done in the school holidays.

Jason/ Jeanette

Carried

09/18thMarch

**Policy**

New policies: 3.3, 3.31, 3.6, 3.8, 4.2, 4.2.1, 5.1.3, 5.3, 5.3.1 Betsy/Cherylene

 Carried 10/18thMarch

 Pandemic Policy: Emergency management plan

Ministry of Education is in charge and we will follow their direction, they are incontact with Cherylene several times a day with updates as they come to hand.

Governance policies discussion

Jill did policy seperate from Governance policy to Operational Policies.

planned Policy review: 2.1, 2.2,

Self reviewSEN review CN Cherylene/Betsy

 carried

 11/18thMarch

Emergent Review ERO debrief

**Board Discussions**

Details

**Action List Jason School House, Caretaker -Reflections,**

**Meeting closed 9.15 pm**

**Date of Next meeting 29th April 2020**

Signed as a true and correct record of proceedings

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Sheila Russell

Chair, Tomarata School Board of Trustees Date

* Wording to be inserted if needed

**The meeting moved out of committee time**

* General item for insert

**Item title**

Details of the item to be minuted

Moved/ seconded

Carried

001/date