



Tomarata School Board of Trustees Minutes

25 August 2021

Location: ZOOM meeting online Meeting opened 7.08pm

1. Administration

Present via Zoom: *Cherylene Neels, Betsy Tipping, Jason Kerrisk, Jeanette Mabin, Jo Tischik, Hagan Logue, Sheila Russell, Dee Pollock (Minutes Secretary)*

Apologies: *Chris Rhodes*

Declarations of Interest: *nil*

2. Strategic decisions

2.1 Policy Reviews

5.1 Risk Management

- To be updated
- To be signed and filed

Jennette/Betsy
Carried 001/25 August

3. Monitoring

3.1 Principal's Report

Move Principal's Report Betsy/Jeanette
Carried 002/25 August

3.2 Raps

Really pleased with reports, seeing changes since last year. Robyn has shown the most acceleration in her class and this is where we can utilize her teaching and experience to help other teaching staff to get these great results.

3.3 Community of Learning

The teacher-only day planned for 6 September is now in question.

Information about the Literacy of Learning position has been sent to all teachers.

Andie doing a marvellous job at school linking with Sport Northland.

3.4 Attendance Term 2

Report received from MOE as tabled

3.5 Finance - July

Cherylene and Vicki attended the Finance course with Leading Edge, which proved invaluable as part of this was reviewing the budget - reducing the amount from \$107K down to \$80K.

Other information on the course were tools that we could implement for productivity and efficiencies:

HUBDOC - no cost to the school and not needing any paperwork as this is all electronic and approved by auditors with easier tracking and electronic signing.

TOOLKIT - There is a charge of \$150 per annum which tracks banked staffing and uploads SUE reports. It also acts as a reminder for teacher registrations, and police vetting.

Budget Meeting

Rescheduled Rebecca for the 2022 Budget Meeting

Term Investments

Kerry to make decisions on these to get the best results. Re-invest notification was on the 8 August and 8 September.

Action: Cherylene to check on these with Kerry

Cherylene/Hagan
Carried 003/25 August

3.6 Property Report - June

Nil

Sewage pipe cap lid to be put on; this should be fixed and not easily removed.

Action: Cherylene has got one from her husband. To be put on after lockdown

4. Strategic Discussions

4.1 Poll - Phone System

The Tomarata Board of Trustees agrees to Matakana IT installing VOIP phones as the PA system

The Tomarata Board of Trustees agrees to Matakana IT installing VOIP phones as the PA system for the school in the interests of Health and Safety.

The the phones can all be used simultaneously which we can't do at the moment; they will no longer not work if it rains hard; they act as a PA system to all classes; and it will pay for itself inside 12 months due to the phone bill being reduced. The biggest thing is that it only costs \$1,233.95 compared to \$25,000

The Tomarata Board of Trustees agrees to Matakana IT installing VOIP phones as the PA system for the school in the interests of Health and Safety.

Yes

No

Please type your full name:

Short answer text

Please type your full name:

8 responses

Cherylene Neels

Sheila Russell

Betsy Tipping

Joanne Tischik

Jeanette Mabin

Hagan Logue

Jason Kerrisk

Chris Rhodes

4.2 Poll - Funding Year 7 & 8 Camp

The board of trustees agrees to pass a resolution to apply for a grant of \$4000 from Pub Charity Limited to go towards funding the year 7 & 8 camp.

Form description

⋮

The board of trustees agrees to pass a resolution to apply for a grant of \$4000 from Pub Charity Limited to go towards funding the year 7 & 8 camp.

Multiple choice

No ×

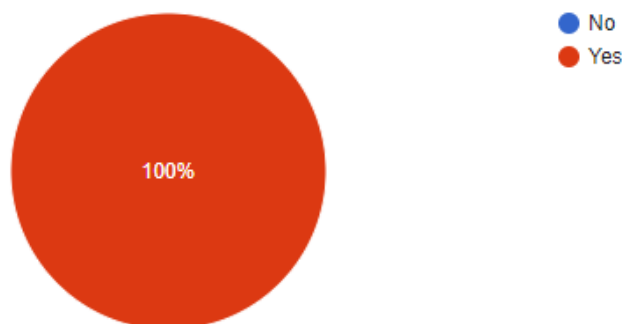
Yes ×

Add option or [add "Other"](#)

Answer key (0 points) 📄 🗑️ Required ⋮

The board of trustees agrees to pass a resolution to apply for a grant of \$4000 from Pub Charity Limited to go towards funding the year 7 & 8 camp.

7 responses



5. Identify Agenda items for next meeting

- *Literacy Presentation - Robyn Sibtsen*
- *Policy 10.1, 10.1.1*
- *Community Hui feedback*
- *Health Curriculum consultation*
- *Grants sub committee update*
- *Review of Strategic Plan*
- *Succession Planning - Board*

6. Administration

6.1 Confirmation of minutes

Minutes of the meeting held on 25 August 2021 be approved and adopted as a true and correct record.

Betsy/Board Chair
Carried 004/25 August

July

6.2 Correspondence

Incoming:

Letter from: Dee Pollock

Board Chair
Carried 005/25 August

7. Meeting Closure

7.1 Comments on meeting procedures and outcomes

7.2 Preparation for next meeting

Meeting Closed: 7.56pm

Next meeting: 7.00pm Wednesday 29 September 2021

Signed as a true and correct record of proceedings

Jason Kerrisk
Chair, Tomarata School Board of Trustees

Date