



Tomarata School Board of Trustees Minutes

27 October 2021

Location: ZOOM meeting online Meeting opened 7.14pm

1. Administration

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

Apologies: *nil*

Declarations of Interest: *nil*

2. Strategic decisions

2.1 Policy Reviews

10.1 Board of Trustees Governance

- To be updated and readdressed at the next meeting

Action: Dee is to meet up with Hagan and work through this policy to discuss again at and get this finalized in the next meeting .

3. Monitoring

3.1 Principal's Report

Move Principal's Report Chris/Jeanette
Carried 001/27 October

Student numbers

Children have moved away and numbers have changed beyond our control due to Covid as families have had changes in circumstances to meet their needs.

Online Focus

There have been two staff meetings a week to get the curriculum and growth cycle sorted. This has created a high level of engagement and is appreciated by the team to get this done and completed over this lockdown period.

Show Day

The staff made Show Day a success and the children got very involved as the general vibe was positive. Lynnette is putting together a video to showcase all the entries and work done by the children.

Covid Updates from the Ministry

The latest news from the MOE is that students may be back starting at school on the 18th November. There is a vaccination mandate, and we are required to fill out these details: staff name, MOE no. immunisation status etc. The record for the school is being kept on Toolbox. We will get clarity around volunteers coming into school and proof of a vaccination. Clarification needs to be around students 12 years and over needing to show their vaccination status to be allowed to attend school. allowed to attend school? This will also be answered before coming back to school. No staff will be allowed on site if they are not vaccinated by the 1st January 2022. A vaccine policy will need to be in place

Action: Cherylene/Jo Jo to look at policies

Attendance

Most of the children are online but we have some families that are not engaging. Teachers are making phone calls to check up on these families. Truancy may be logged if they are not attending.

Personnel

Following the procedures from Wanye and Corrina, discussions have been made with each teacher aide. A 25% reduction in hours will have to be done for next year and Jen finishes her role at the end of this year.

Cara is going to take on the new position as CRT teacher

2022 - Classrooms and Year Groups

Room 1 - New Entrants, Room 2 - Years 1 and 2, Room 3 - Years 3 and 4, Room 6 - Years 5 and 6 and Room 7 - Years 7 and 8. Staff will be moving classrooms in the new year.

It's also great news that Lynette has agreed to continue for Terms 1-3 and Kirsten could be coming back in Term 4 2022.

In the constantly evolving other personnel situation the board will be keeping everyone in the loop and following due diligence and guidelines from the MOE.

Curriculum

No full assessments will be able to be done for the end of the year. If we do get to come back for a short period of time we will be keeping things more targeted at well being than trying to work through the curriculum for students. We will also need to work out a way to manage prize giving and end of year activities. The staff are coming up with some ideas on how this will look at the next few staff meetings.

Staff Gifts

Cherylene wanted to use her budget to get a gift for each staff member to show gratitude and acknowledgement of how well they have managed throughout the lockdown. They have been upskilling and being so open minded and patient trying to help all the families with this technology so children were not left out and parents felt supported.

Action: Cherylene and Lynette to organise.

3.2 Finance

The budget will be worked on but lots of this information is held at school so this is something ongoing once the information can be accessed.

4. Strategic discussions

4.1 Auditors

Cherylene had received advice but unfortunately there is nothing that the school can do with the extremely high charges that we billed from the auditors. This will need to be paid.

Action: Cherylene to contact auditors to say that we agree to the fee review.

5. Identify Agenda items for next meeting

Due to Covid this is being reviewed closer to the time of the meeting date depending on the Board of Trustees being able to meet in person and not by Zoom.

6. Administration

6.1 Confirmation of minutes

Minutes of the meeting held on 29 September 2021 be approved and adopted as a true and correct record.

Moved Sheila/Cherylene
Carried 002/27 October

6.2 Correspondence - Nil

7. Meeting Closure

7.1 Comments on meeting procedures and outcomes

7.2 Preparation for next meeting

Meeting Closed: 8.24pm

Next meeting: 7.00pm Wednesday 24 November 2021

Signed as a true and correct record of proceedings

Jason Kerrisk
Chair, Tomarata School Board of Trustees

Date