



Tomarata School Board of Trustees Minutes

commencing at 7.00 pm on 29 March 2023 Location: Tomarata School

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

Apologies:

Declarations of Interest

Nil

Strategic decisions

Marketing and Communication Report presented by Pip giving an overview of what is in the report. Relook at the Sponsors on the back of the newsletter. Setting perimeters on how long they are on the newsletter. Base it on a month to month base decided at each board meeting. Facebook all posting go to Chris before going onto facebook all ex staff are off administrative rolls. Chris will work with Vicki on going through accessing messenger on school computer. Welcome kit, changing things and updating going forward. Website, updating the website going into the future. Put up a school advertising around, maybe approach Barnes with the Bush block.

Fireworks Event Update

Paula talked about contacting Libby Clews about managing organising the event. She is keen to do it. Looking at paying her \$45 including GST per hour up to 200 hours, and working with a board member. Paula recommends that we take Libby on to organise the Fireworks Event, Paula and Siobhan will help her as well.

Jason moved that Paula and Siobhan are the fireworks committee All agreed

Term 1 we had Pizza Night, maybe we have Matariki Night in Term 2, Chris mentioned that he has been approached by an Arts person to come in and do 1 day a week Visual Art and Drama and then have an open day display of Art and Drama

Partnership Opportunities like Sustainable Kaipara, or give something back to Barnes family and giving back to them, through the Trees for Sustainability. Will arrange a meeting with Chris to meet the Barnes family

Communication, discussion had on how significant changes in the school gets sent to the families, Looking at what Communication channel we use. Going into the future, Chris tells Jason and then Jason will forward on to the board members concerned.

Newspaper advertising Pip has approached papers for putting articles in paper and maybe them having an advertisement to put in if they have room

Carried
01/29 March

Policy Review

organise a survey to move the Media Policy and Jason will send the Survey out to all board members

Carried
02/29 March

Principals Report

Still trying a few different things with how to do the report, looking at giving information that is needed for the board. Chris went through his report commenting on different things in his report. Discussed what was happening on the teacher only day on 24 April, 1 and 2 May all teachers will be 2 days on the new curriculum in Auckland.

Discussed about health and safety at school giving update on things that have happened at school.

Chris moved that his report be accepted seconded Jeanette, all in favour

Carried
03/29 March

Finance Report

Hagan explained what had been happening and have been talking with Ministry advisor and looking at when we can cut back on finances and look at any contracts coming up get reviewed.

We are able to reassess water, lighting and heating and it could be changed if needed

Hagan moved that the finance report be accepted seconded Chris all agreed

Jason asked how Paula was going with the van but she is still going with it applying for the grant. A decision will be made on the van after the fireworks event this year. We will know our budget then.

Carried
04/29 March

Budget Approval Survey

A survey was sent out to all members for the budget approval, all approved

Carried
05/29 March

Property Report

General Business

Minutes of the previous minutes

Minutes of the meeting held on 22 February 2023 be approved and adopted as a true and correct record

moved Siobhan seconded Hagan, all in favour

Carried
06/29 March

Minutes of the in committee meeting held on 22 February 2023 be approved and adopted as a true and correct record,

Moved Siobhan seconded Jeanette, all in favour

Carried
07/29 March

Minutes of the in committee meeting held on 12 March 2023 be approved and adopted as a true and correct record,

Moved Jeanette seconded Hagan, all in favour

Carried
08/29 March

Correspondence

Board Discussions


Details

Action List for next meeting

Meeting closed 9.00pm

Date of Next meeting 27 April 2023

Signed as a true and correct record of proceedings



Jason Kerrisk

26-4-2023

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 time

Motions passed in committee (if applicable)

Moved/ seconded
Carried
001/date

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