



## Tomarata School Board of Trustees Minutes

commencing at 7.00 pm on 25 March 2024 Location: Tomarata School

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

### Apologies:

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### Declarations of Interest

Nil

### Strategic decisions

#### Fireworks Report/planning

Looking for an event manager for running the event this year. Put it out to parents to see if there are any parents willing to help organise it. Look for Event managers that would take it on. Siobhan will look into an event Manager to run it, then need to have something sorted by the next Board Meeting

all in favour  
Carried  
01/25 Mar 24

#### Marketing & Media Update

No report

#### 90th Reunion

Getting a flyer out and signage, and getting registrations in

all in favour  
Carried  
02/25 Mar 2024

#### Policy Review

Chris explained how the policies are reviewed, in a 3 year review.

Policies due to be reviewed in term on, Te Tiriti o Waitangi

Board Responsibility

Documentation and Self Review

Chris showed the Three year Review schedule.

Governance Documents

Chris moved that the Governance Documents get passed seconded Jason

all in favour  
Carried  
03/25 Mar 2024

Te Tiriti o Waitangi Policy

Discussion was had over what this covered and make sure that we are doing everything we possibly can to give the children the best we possibly can.

Chris moved that the Te Tiriti o Waitangi Policy gets passed seconded Siobhan

all in favour

Carried

04/25 Mar 2024

### Documentation and Self Review Policy

Chris went through the policy and explained how and when student progress and achievement throughout the year

Chris moved that the Documentation and Self Review Policy gets passed seconded Hagan

all in favour

Carried

05/25 Mar 2024

### Principals Report

Chris went through his report and went over the numbers of new enrollments, and by end of year we may have 70 students. Chris went over the current staffing at the school.

Events that have happened and are going to happen in Term 1.

Strategic Goals; 2024-2025 Strategic Plan

Chris went over some of the Goals we are focusing on and the Professional Growth Cycle.

The van is opening up options for the students to get to the Bush block more regularly.

Went over the Teacher Professional Development with Trish Manson working with the teachers.

The trees behind the pool has been brought to our attention and is listed as a hazard, and the board have discussed it, will monitor and children are not permitted to go behind the pool area

Still waiting to hear from Scope as to when we can get the carpet done in Rata Room and Garden to table Room.

Chris went over how he is going to be spending the Principal wellbeing and professional development fund

Chris moved that his principal report is passed. Seconded Jason

all in favour

Carried

06/25 Mar 2024

### Finance Report

Approval for a school credit card with a limit of \$5000 in Chris's

The Board approves for the school to have a business visa credit card in the name of Christopher King with a limit of \$5000.

Chris moved that this be accepted seconded Siobhan

all in favour

Carried

07/25 Mar 2024

Annual financial Report for end of year 31 December 2023 was produced, and Chris went over some of the budget, what was predicted and actually spent were discussed.

Statement of Cash flows, we got more in government grants than what we had budgeted for

Chris is going to see if Helen can have a zoom session at the next meeting and to go over a few questions.

Approval of 29 February 2024 financial Report

Chris moved that the February Financial Report be accepted seconded Pip

all in favour

Carried

08/25 Mar 2024

Final Budget

Chris moved that the Final Budget (which is the same as the Draft Budget) is approved, seconded Jeanette

all in favour

Carried

09/25 Mar 2024

### **Property Report**

#### **General Business:**

Jason moved that the Board approves Toll Road payments come out as a direct debit, before it gets approved by Principal through Approval Max. Seconded Hagan

all in favour

Carried

10/25 Mar 2024

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

Minutes of the meeting held on 28 February 2024 be approved and adopted as a true and correct record

Moved Jason seconded Siobhan

Minutes of the in committee meeting held on 28 February 2024 be approved and adopted as a true and correct record,

Moved Jason seconded Siobhan

Results of the poll regarding the purchase of the bore pump. Everyone agreed to the purchase.

Moved by Chris, seconded Jason

all in favour  
Carried  
11/25 Mar 2024

Results of the poll to approve the Annual Implementation plan. Everyone approved the plan.

Moved by Chris, seconded Jason

all in favour  
Carried  
11/25 Mar 2024

Results of Poll for Purchasing Ride on lawn mower gets passed and mower has been purchased

Moved Jason seconded Siobhan

all in favour  
Carried  
11/25 Mar 2024

### Correspondence

### Board Discussions

Details

### Action List for next meeting

Meeting closed 8.50 pm

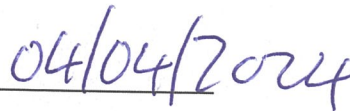
Date of Next meeting 1 May 2024 (April meeting)

Signed as a true and correct record of proceedings



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Jason Kerrisk



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Date

Chair, Tomarata School Board of Trustees

- 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 8.55 pm time**

Motions passed in committee ( if applicable)

Moved/ seconded  
Carried  
001/date

**The meeting moved out of committee 9.45 pm time**