



## Tomarata School Board of Trustees Minutes

commencing at 7.00 pm on 25 June 2025

**Location:** Tomarata School

**Present:** Chris King, Hagan Logue, Paula Bishop, Jason Kerrisk, Siobhan Reid, Pip White, Jeanette Mabin, Heather Thomas

**Apologies:**

**Declarations of Interest**

Nil

**Strategic decisions**

**Fireworks Report/planning.**

Linda is on board again and has started organising a few things.

Carried  
01/25 June

### Policy Review

Planning and Preparing During an Emergency, Disaster, and Crisis  
Communication During an Emergency, Disaster, and Crisis  
School Closure  
Emergency Management  
Disaster Management  
Crisis Management

all in favour  
Carried  
02/25 June

### Principals Report

Currently, we have 76 students enrolled. With 7 pre enrolled. Slight change in Room 4, Chris Rhodes won't be in there next term Jasmine Talbot will cover the Friday. Change in Teacher aids Heather is helping out in Room 4. Term 3 is looking busy, with a production at the end of next term. Ongoing professional development, and Jorja and Aimee going to Kohia for Behaviour management.

Had a Fire drill and another coming up next term, and a few tweaks that needed to be made. Need to make sure that everyone on site signs in, at the main office. This needs to be staff and parent helpers and volunteers. Doors and windows need to be closed when leaving the room.

Health and Safety

Board involvement has to know everything about health and safety in the school and following the policies. Need to go through each policy and see what we are and aren't

doing. Pip has started a work in progress document about routinely down, and reviewing what is due to be checked and checking that things are being done.

We have had a student leave the school through the front gate, so Chris is getting quotes for getting the gates and locks altered. Continue the concrete path to the gate and get a smaller gate. Parents need to come over to get their children from the gate as well. Look at getting someone else to come and work alongside helping out the grounds persons.

We are able to claim all of our water costs back, because we are on our own water and not on town supply.

Board Elections Heather Thomas is returning officer and the elections on 10 September

Chris moved that his report be accepted seconded Hagan

all in favour  
Carried  
03/25 June

### **Finance Report**

April and May Financials

Chris explained a couple of the overspend in the budgets at the moment.

Chris moved that April and May financials are passed seconded Hagan

all in favour  
Carried  
04/25 June

Jason moved that Board Chair signs the Visa Statement approving payments that have been made on credit card for May & June 2025 seconded by Hagan

all in favour  
Carried  
05/25 June

### **Property Report**

An exciting time for property for the school, and a new property manager on board from the Ministry and lots of things will be replaced and fixed. Removing and trimming all the tree work along the road side behind Room 1. Removing trees away for guttering and roofs.

all in favour  
Carried  
05/25 June

### **General Business:**

all in favour

Carried  
00/date

### Minutes of the previous minutes

Minutes of the meeting held on 30 April 2025 be approved and adopted as a true and correct record

Moved Jason, seconded by Paula

Confirmation of polls had since last meeting

Heather Thomas is confirmed as Returning Officer for elections

Fireworks event has been approved

Voted not to fill the staff re vacancy

Moved Jason, seconded Hagan

all in favour  
Carried  
06/25 June

### Correspondence

### Board Discussions

Details



### Action List for next meeting

Policy Review

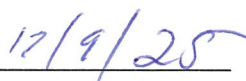
Meeting closed 8.00 pm

Date of Next meeting 30 July 2025

Signed as a true and correct record of proceedings

  
P.P.  Jason Kerrisk

Chair, Tomarata School Board of Trustees

  
17/9/25

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 8.05 pm**

Motions passed in committee ( if applicable)

Moved/ seconded  
Carried  
001/date

**The meeting moved out of committee 8.30 pm**