



## **Tomarata School Board of Trustees Minutes**

commencing at 7.00pm on 17 September 2025

**Location:** Tomarata School

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**Present:** Chris King, Hagan Logue, Natasha Aabryn, Heidi Coote, Glenda Simkin, Rose Philpott, Heather Thomas

**Apologies:** Jazz Hewlett

### **Administration:**

Chris welcomed everyone to the meeting, and went round the table giving a brief of who we are. An interesting discussion with a great load of experience of all of the members of the current board.

Electing a Presiding Member Hagan nominated himself as Presiding member, Chris moved and seconded Glenda all agreed. Hagan will be the presiding member until the end of this year

Chris moved that Natasha be deputy presiding member seconded by Hagan, all agreed.

### **Declarations of Interest**

**Nil**

### **Strategic decisions**

#### **Policy Review**

Food and Nutrition Policy- discussion was had on some of the foods that were recommended not to be served to children, so need to put in feedback. Change when the children sit and eat lunch.

Board Code of Conduct Policy - read through the policy, and discussed a couple of links that aren't usable.

Come back at the next meeting to pass these policies

### **Principals Report**

Term Two Attendance Report was discussed and how things are going.

### **Financials**

June financials was looked over and went through the commentary's explaining some of the budgets being over spent.

Chris moved that we accept the June financials seconded Hagan, all in favour

## July financials

Chris explained why there was an excess on one of the codes, BOT funded Teacher Salaries spending.

Chris moved that the July Financial Statement be accepted seconded by Glenda all in favour  
August Financial

Looked through the graphs and discussion was had over some of the over spends. Looked at some of the blow outs, but they are waiting for reimbursement.

Chris moved that the August Financial Statement be accepted seconded by Heidi all in favour

Chris moved that Board Chair signs the Visa Statement for June, July & August approving payments that have been made on credit card for June, July, August seconded by Glenda

all in favour  
Carried  
01/17 Sep

Chris has gone through the Asset register and updated it and had a \$15,000 piano that had not been on site for a few years.

Chris moved that we pass the Disposal Summary for 2025 seconded Hagan all in favour

The end of year Camp planning is under way and progressing well, more information will come through closer to the time

The classrooms that got painted last holidays some of the paint has started to flake, and the painter has been back and will remedy the problem as it is under warranty

Front gates, we need to make the front gates safe so 5 year olds can not open the gates. Waiting for someone to come and check it from the Ministry.

Chris moved that the Principal report is passed, seconded by Glenda

all in favour  
Carried  
02/17 Sep

## Property Report

Reviewed and Hagan signed to free up funds from MOE for our 10ypp

all in favour  
Carried  
03/17 Sep

**General Business:**

all in favour  
Carried  
00/date

**Minutes of the previous minutes**

Minutes of the meeting held on 25 June 2025 be approved and adopted as a true and correct record

Chris Moved seconded Hagan

Minutes of the in committee meeting held on 25 June 2025 be approved and adopted as a true and correct record

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

As a new board just start some had not been given access to this so decided to leave these until next meeting to pass

Moved , seconded

all in favour  
Carried  
00/date

**Correspondence**

**Board Discussions**

Details


**Action List for next meeting**

Policy Review

**Meeting closed 8.50 pm**

**Date of Next meeting 29 October 2025**

Signed as a true and correct record of proceedings



28/10/25

Hagan Logue

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 8.50 pm**

Motions passed in committee ( if applicable)

Moved/ seconded  
Carried  
001/date

**The meeting moved out of committee 9:00 pm**