



Tomarata School Board of Trustees Minutes

commencing at 6.30pm on 28 October 2025

Location: Tomarata School

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

Apologies:

Administration:

Declarations of Interest

Nil

Strategic decisions

Policy Review

Bullying and Harassment Behaviour Management Searches,

Surrender and Retention of Property Minimising Physical Restraint - Restraint has highlighted that our TA's need to be trained in holds and releases. Chris has contacted the MOE to arrange this

Stand-down, Suspension and Exclusion

Staff Wellbeing and Safety

Look at changing the policy on food, to allow us to continue doing the Friday Sausage Sizzle.

Hagan moves that we make the changes to the 2 policies seconded Glenda

all in favour

Carried

01/28 October

Attendance Term 3 Report

Last terms attendance was only 35% of the children were attending regularly to school, discussion was had on things that could be done, after sharing it to our school community. Attendance Services have been contacted to work out ways to get children to school. Maybe go out to community and ask what the barriers are, and are there anyways that we can help to get the children to attend regularly.

Financials

Chris went over the working capital, and it has taken a bit of a deficit, and went over a bit as to why this has happened. Chris went over a few things over the fireworks cancellation. We are in a good financial position, and going forward will meet with Helen and make a budget for 2026.

H. Logue 10/12/25

Chris moves that the September Financial statement be accepted, seconded by Natasha

Chris moved that we continue to be a member of the NZSBA seconded by Hagan

all in favour
Carried
02/28 October

Chris moved that Board Chair signs the Visa Statement for September approving payments that have been made on credit card for September seconded by Hagan

all in favour
Carried
03/28 October

Principal Report

Chris went over a few things in his report, our end date for children is 17 December, and the 18 is Teacher only, and the first day back next 9th February, with teacher only on the 5th February, and looking at finishing on the 18 December 2026. A few events coming up this term, camp is in full swing to camp Bentzon, for the older kids, and the younger ones are heading to Tawharanui, and surf day at Aoteroa Surf day and a day camp at school. Van has been doing morning trips to school, for families and working out well. Health and safety planning is going on for camp for the activities happening.

Chris moved that his Principal Report be accepted seconded by Natasha

all in favour
Carried
04/28 October

Property Report

Looking at getting the gates replaced to be higher and looking at keeping the front gate, similar to the current one. Have been approved Ministry funding, to remove trees around, and repair ceiling tiles, and some things that have already been done earlier in the year will be reimbursed.

all in favour
Carried
05/28 October

General Business:

all in favour
Carried
00/date

Minutes of the previous minutes

Minutes of the meeting held on 17 September 2025 be approved and adopted as a true and correct record

Moved Hagan seconded Chris

Minutes of the in committee meeting held on 25 June 2025 be approved and adopted as a true and correct record will get back with 2 members responses Hagan will let me know

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

Minutes of the in committee meeting held on 17 September 2025 be approved and adopted as a true and correct record Moved Hagan seconded Chris

Minutes of in committee meeting held on 16 October 2025 be approved and adopted as a true and correct record Moved Jazz seconded Heidi

Minutes of in committee meeting held on 20 October 2025 be approved and adopted as a true and correct record Moved Jazz and seconded Rose

all in favour

Carried

06/28 October

Correspondence

Board Discussions

Details

Action List for next meeting

Policy Review

Meeting closed 7.55 pm

Date of Next meeting 3 December 2025

Signed as a true and correct record of proceedings

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 8.00 pm

Motions passed in committee (if applicable)

Moved/ seconded
Carried
001/date

The meeting moved out of committee 8.15 pm