

## TIRIMOANA PRIMARY SCHOOL

### MINUTES OF THE BOARD OF TRUSTEES MEETING

HELD ON 19<sup>th</sup> MAY 2021 at 7.30pm

PRESENT: Stephen Thomson, Peter Kaiser, Claire Bowen, Louise Graham,  
Ria Apiata, Shirley Wensor

APOLOGIES: Jacks Jellick, Brendon Dunn, Adrian Hipa

VISITORS: Dale Hammond, Jan Parkes, Matthew Lyon, Julie Matthews

Stephen opened the meeting and welcomed our visitors advising they had speaking rights.

DECLARATION OF INTEREST: Nil

The Board moved that the booklet along with all supplementary papers tabled throughout the meeting will be accepted in bulk. Thomson/Bowen

MINUTES: The minutes of 24<sup>th</sup> March 2021 were read and approved with the following correction. Claire Bowen deleted from being present as recorded. Claire had sent an apology and was not present at the meeting. Thomson/Apiata

MATTERS ARISING: - Nil

CURRICULUM/SCHOOL REPORTS:

PAT REPORT AND STAR ASSESSMENTS: Prepared and presented by Louise.  
The results were explained and discussed by the Board.

CORRESPONDENCE: Inwards/Outwards. Received and accepted.  
Tabled inwards/outwards – nil Kaiser/Thomson

MATTERS ARISING:

- The quote received from Ask Accounting was discussed. Peter, Jacks and Shirley to meet and discuss this further.
- EAP Counselling Services discussed. Further quotes to be obtained to compare with EAP. Inquire with CoL to see what or if they use any service.
- Application moved for the Waitakere Japanese Society to use the school grounds on 5 December. Thomson/Apiata
- Argest Building Warrant of Fitness declaration to be signed and returned.
- Consents for University of Waikato research project signed.

CHAIRPERSON'S REPORT: Report from Stephen Thomson.

PRINCIPAL'S REPORT: Presented by Peter Kaiser.

TREASURERS REPORT: No report from Jacks.  
The Board moved the expenditure for April of \$ 437041.04  
Kaiser/Thomson  
The Board moved that no change was required to the useful life of the fixed assets in 2020. Kaiser/Thomson  
The Board approved the full summary of expenditure for wages as per the School Annual Accrual Report for the period 28 January 2020 to 27 January 2021. Kaiser/Thomson  
The Board moved that all decisions for changes over the 2021/2022 year between Teachers' Salaries and Bulk Grant approved. Kaiser/Thomson

PROPERTY: Presented by Brendon. In the absence of Brendon Peter spoke on the report.

STAFF:

- Increments: The Board moved the increment of 1 staff member to progress to the next salary step. Kaiser/Apiata
- Employment/HR: Liz Pollard - Exit feedback completed.  
Nic Hogan – resigning end of Term 2.
- Staff General: Board funded staff Injections booked 24<sup>th</sup> May.

HEALTH & SAFETY: Report received, prepared by Julie Matthews. Julie spoke on the new system Te Rito which will allow increasing levels of information about learners move through their education. Information packs being provided from the MOE.

Julie Matthews and Ria Apiata left the meeting at 8.45pm

EOTC: - RAMS presented for planned trips.

ENVIRO: - Presented by Louise.

COMMUNITY OF LEARNING: - Verbal PTA report from Claire.

NEW POLICIES: Nil

POLICIES:

- April/May
- No. 16 Relief Teaching
- No. 25 Parents and Visitors to the school
- No. 56 The Prevention & Management of Bullying
- Curr-03 Science
- Curr-10 Education outside the Classroom (EOTC) plus safety management procedures
- No. 10 Parent & Whanau Engagement
- No. 20 Use of school grounds by other organisations, contract & application for use Of school buildings/grounds-outside school hours
- No. 22 Equity
- No. 44 Child Protection
- Curr-04 Technology
- The above policies ratified and,
- No. 29 Student Teacher ratified with changes
- No. 21 Curriculum Delivery ratified with changes
- Curr-05 Social Sciences ratified with changes

Deferred Policies: No.55 Pandemic Planning deferred

GENERAL BUSINESS:

Annual Plan 2021: The Annotated School Annual Plan for 2021 was presented to the Board.

Year Dates 2022: The year dates for 2022 were discussed with the starting date 3 February and finishing on 20<sup>th</sup> December 2022 and moved by the Board. Thomson/Bowen

At this stage of the meeting the Board moved “into Committee” under Amendment 54 Section 48 (i) (a) (ii) at 9.07pm to move the minutes.

The minutes of the “In Committee” meeting held on the 24<sup>th</sup> March 2021 were read and approved with the following correction. Claire Bowen deleted from being present as recorded. Claire had sent an apology and was not present at the meeting. Thomson/Apiata

The Board moved “out of Committee” at 9.08 pm.

No further business

Meeting closed: 9.08 pm

Next meeting: 16<sup>th</sup> June 2021.

Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_