

TIRIMOANA PRIMARY SCHOOL
MINUTES OF THE BOARD OF TRUSTEES MEETING

HELD ON 28th JULY 2021 at 7.30pm

PRESENT: Stephen Thomson, Peter Kaiser, Claire Bowen, Jacks Jellick, Louise Graham, Brendon Dunn, Adrian Hipa, Ria Apiata, Shirley Wensor

APOLOGIES: Dale Hammond, Jan Parkes

VISITORS: Matthew Lyon, Julie Matthews

Stephen opened the meeting and welcomed our visitors giving them 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 16th June 2021 were read and approved. Thomson/Hipa

MATTERS ARISING: - Nil

CURRICULUM/SCHOOL REPORTS:

- ALL Report prepared and presented by Louise Graham explaining the results to the Board.
- Term 2 Annotation Plan 2021 presented, discussed and suggestions made for redesign of the report.

CORRESPONDENCE: Inwards/Outwards. Received and accepted.

Tabled inwards – Resignation letter from Dean Lang Assistant Caretaker received.

Tabled outwards – The Accountability Report sent to the Trusts for donation received of \$35,000. Kaiser/Thomson

- MATTERS ARISING:** - Exit feedback form to be given to Dean Lang to complete.
- A thank you letter to be sent to the RSA for the camp donation.
 - The Board moved the permanent appointment to Leighton Edwards. Thomson/Kaiser

CHAIRPERSON'S REPORT: Report from Stephen Thomson.

PRINCIPAL'S REPORT: Presented by Peter Kaiser.

TREASURERS REPORT: A full set of accounts presented to the Board for June. A new report prepared by Ask Accounting.
The Board moved the expenditure for June of \$609377.72 and capital expenditure of \$518.43. Jellick/Apiata

PROPERTY: Prepared and presented by Brendon.

STAFF:

- **Increments:** The Board moved the increment of 1 staff member to progress to the next salary step as they graduated from being a 2nd year BT.
- **Employment/HR:** The Board moved the change from fixed term to permanent for Leighton Edwards as from 26th July 2021 and the 2-year BT position for Jacinta Fenton. Thomson/Jellick
- **Staff General:** Verbal report from Louise.

HEALTH & SAFETY: Report received and presented by Julie Matthews.

EOTC: - RAMS presented for planned trips.

ENVIRO: - Louise Graham presented the report for Enviro.

COMMUNITY OF LEARNING: - CoL report presented by Louise Graham.

STUDENT & FAMILY/WHANAU – PTA - A successful Matariki evening was held by the PTA.

NEW POLICIES:

No.32 Personal Safety of Children – rewritten and new draft deferred.

POLICIES: - July

No.12 Professional Growth Cycle

No. 13 Active Supervision ratified with changes

No. 33 First Aid

No. 43 Animal Welfare

No. 45 Induction of new staff

Curr-02 Maths

Curr-08 Reading Recovery

DEFERRED POLICIES:

No. 6 Financial Management – Internal Control, Theft & Fraud Prevention deferred

No.55 Pandemic Planning with addition of appendix - deferred

GENERAL BUSINESS: Nil

At this stage of the meeting the Board moved “into Committee” under Amendment 54 Section 48 (i) (a) (ii) at 9.15pm to pass the previous meeting minutes.

The Board moved “out of Committee” at 9.16 pm.

No further business

Meeting closed: 9.16 pm

Next meeting: 18th August 2021

Chairperson: _____ Date: _____