



**TIRIMOANA SCHOOL**  
**MINUTES OF THE BOARD MEETING**  
**HELD ON 21<sup>ST</sup> FEBRUARY 2024 at 7.36pm**

PRESENT: Peter Kaiser, Matthew Britton, Louise Graham, Anna Lemalu, Leeza Kendall, Kim Dolman, Shirley Wensor, Ben Wood (by video)

APOLOGIES: Aleem Shah for lateness

VISITORS: Dale Hammond, Julie Matthews, Matt Lyon

KARAKIA: Peter Kaiser

Visitors welcomed and given speaking rights.

As this is the first meeting of the new year Peter Kaiser called for nominations for Presiding Member for 2024.

Ben Wood nominated Matthew Britton, seconded by Lisa Kendall.

No other nominations received, so Peter declared Matthew Britton as Presiding Member

DECLARATION OF INTEREST: Nil

MINUTES: The minutes of the meeting held on 6<sup>th</sup> December 2023 were read and approved.

Lemalu/Graham

MATTERS ARISING:

CORRESPONDENCE: Inwards/Outwards. Received and accepted.

Tabled correspondence – Inwards received and accepted /Outwards - Nil

MATTERS ARISING: - N4L – The Board discussed the new network installation and had no objection of this taking place at the earliest time available.

CURRICULUM REPORTS

- Louise Graham presented the 2024 overviews.
- SLT presented to the Board the key messages discussed at the TOD and staff meeting at the beginning of the year.
- The draft Strategic Plan 2024 were presented and discussed. The final copy will be sent to the MOE by 1 March.

Aleem Shah joined the meeting at 8.45pm.

- The Strategic Plans were moved and accepted. Kendall/Dolman
- The Board was asked any ideas they might have to be included in the Annual Plan that fit under the strategic goals. Email ideas to Peter.
- Matt Lyon presented the end of year Data Analysis Report for 2023.
- The 2023 Achievement Targets – Analysis of Variance were presented.

PRINCIPAL REPORT: Presented by Peter. The annual confirmation of principal delegations was confirmed by the Board.

FINANCIAL REPORT:

- The Board moved the expenditure for December of \$537724.11, CA nil and January of \$479131.20, CA \$32851.77. Dolman/Shah
- The Board moved the SAAR (School Annual Accrual Report) showing people employed by the Board was received from the Ministry of Education and correct. Dolman/Shah

DRAFT BUDGET: The Board moved to accept the draft 2024 budget presented as final.

Dolman/Lemalu

CYCLICAL MAINTENANCE

- The Board moved the 2023 Cyclical Maintenance plan, prepared by Property Consultant Colin Tucker, Building & Property Maintenance Ltd.

Dolman/Wood

PROPERTY:

- Presented by Ben Wood

HR EMPLOYMENT:

- The Board moved the staff listed in the report progress to the next salary step. Shah/Lemalu

HEALTH & SAFETY: Report from Julie Matthews. All staff had completed the Physical Restraint Module 1 by the compliance date.

EOTC: The list of RAMS for trips presented.

KAHAU AKO: no report

POLICIES: December policies ratified.  
No. 15 Sale, Supply & Consumption of Alcohol  
No. 48 Fixed Assets  
Ratified as is.  
No. 40 Principal’s Leadership, Professional Growth Cycle and Performance  
No. 50 Classroom Release Time  
Deferred policies, ratified with changes

February policies for review  
No. 24 Complaints  
No. 39 Allocation of Units  
No. 51 Practicing Teacher Certificate  
No. 54 Staff Leave  
Curr-01 English - deferred

GENERAL BUSINESS:

BOARD ANNUAL CALENDAR: Items listed for monthly board meeting preparation.

BOARD MEETING DATES: Calendar of 2024 monthly board meeting dates.

PARKING COMMITTEE: Brief update from Anna Lemalu. AT were unable to provide a solution at this stage. The committee have been brainstorming ideas and will meet again.

No further business  
Visitors left the meeting at 9.55pm

At this stage of the meeting the Board went “into Committee” under amendment 54 section 48 (i) (a) (ii) to discuss staffing at 9.56pm.  
The Board moved “out of Committee” at 10.05pm

Next meeting: 20<sup>th</sup> March 2024

Presiding Member: \_\_\_\_\_ Date: \_\_\_\_\_