

Minutes of the Tawhai School Board of Trustees Meeting Held 8 August 2023

Present: Karen Poole, Jaydy Marsh, Kelly Robinson, Robert Mackie, Hayden Patel, Rebecca and Raewyn, Sharon Boese (until 7pm)

Apologies

- Dave Whiteman.

Minutes of the Previous Meeting

- Read and approved - Moved and seconded - Robert and Hayden.

Matters Arising from Previous Minute

Action Points

- Fire alarm upgrade. Still a wait and see.

Correspondence

- Te Mahau - staffing
- Request to use Tawhai School's Glen Road Driveway for emergency response training Event
- Letter from staff member requesting to bring their dog onsite to work.

Literacy and Inquiry review - Sharon

- Sharon presented both the literacy and inquiry review.
- Both presentations were shared in the board folder.

Principal report

- Taken as read.
- Proposal for a Board funded teacher for 2024. This will be earmarked for the proposed 2024 budget. - The board approved an advanced approval for the board to fund a teacher for 2024. Moved and seconded - Robert and Jaydy.

Principal proposal (1 day working from home)

- The board approved for Karen to work from home one day a week. This will be reviewed at the first board meeting in 2024. Moved and seconded Jaydy/Hayden
- Robert will share ideas and principles.

Property and Finance

- Raewyn's mid year update, annual report/audit
 - Finance report to be sent to the board within the next two weeks.
 - Items of significance - the same
 - Received a grant for camp
 - Audit report table

Debs quote

- Karen or Raewyn to talk to Deb regarding the playground costings.
- Painting and lino quotes for the staffroom (prices include GST)
 - Flooring Design - \$6578.94
 - Carpet Court - \$7504.24
 - Harrisons - \$7947.96
 - TBM Decorators LTD - \$5002.50
 - Fresh Look Decorators LTD - \$6157.91
 - Grahams PAinters LTD - \$8625.00
- The board approved the two lowest quotes (Flooring Design and TBM Decorators LTD). Moved and seconded Jaydy and Raewyn.

Strategic Planning

- Karen gave feedback from the strategic planning workshop
- SCOT analysis
- Next steps/our consultation plan

Health and Safety update

- Minutes were tabled.
- EOTC Through the Board Lens - Robert and Jaydy have signed up for this zoom meeting.

ERO Te Ara Huarau framework - Stewardship Domain

- Karen to email Mary to ask for some examples of how other Boards work through the Te Ara Huarau framework.
- The board agreed to have a workshop to discuss the framework. This is booked for 1 September - 1:30pm - 3:30pm.

Schedule Hautu review - last reviewed June 2022

- This will be aligned with the Te Ara Huarau framework and will work on it in term 4.

PTSG update - wish list and MOU (Memorandum of understanding)

Incommittee : 8:14pm

Out of committee : 8:20pm

Olly (Kelly's dog) on site (in committee)

Incommittee : 8:20pm

Out of committee : 8:30pm

Meeting closed - 8.30pm

Next meeting will be confirmed.

Actions:

- Karen or Raewyn to talk to Deb regarding the costings of the playground purchases.
- Karen to email Mary to ask for some examples of how other Boards work through the Te Ara Huarau framework.
- Hautu review - to be put on the agenda for term 4

Chairperson

date

20/9/23