

MINUTES

Meremere School Board of Trustees

Thursday 3 March 2022, 6.00pm

| Item | Subject | Reporting |
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| 1.0 | WELCOME / KARAKIA | |
| 1.1 | Attendees: Alison Kirkwood (Chair) Maxine Stensness, John Ngatai, Hamayoon Khan, Jane Telfer | |
| 1.2 | Apologies: John Ngatai Resolution: <i>That the apologies be received.</i> Moved: Alison Seconded: Jane AGREED | |
| 2.0 | NEW BUSINESS | |
| 2.1 | Strategic Plan Updated version presented – ALL (Accelerated Literacy Learning) has been added). The Principal moved that the Strategic Plan be accepted and sent to the MOE. Seconded: Jane | |
| 2.2 | Budget The budget is smaller due to the reduced role and has been revised to reflect this. Cutbacks have been made to support staff. | |
| 2.3 | Staffing The cleaner who resigned last year has been re-employed. The contract gardener has retired. A new contract groundsman will mow the lawns and tidy up the gardens. | |
| 2.4 | Covid Boosters available for 18 years upwards. Year 8 (12-year-olds) can be vaccinated, note to follow up with 12-year-olds re vaccination status. Year 4 and up must wear masks. MOE have distributed masks. RATs have been applied for via the MOE. | |
| 3.0 | MATTERS ARISING | |
| 3.1 | Minutes of Last Meeting Resolution: <i>That the minutes of the Meremere School BOT Meeting held on 25th November 2021 be approved.</i> Moved: Alison Seconded: Hamayoon AGREED | |
| 3.2 | Action Points from the last meeting There were no action points from the last meeting. | |

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| 4.0 | PRINCIPAL'S REPORT | |
| | <p>The Principal presented the report. The AOV and the Strategic Plan make up the Charter. The AOV showed that Terms 1 and 2 were all good but from August onwards there was major disruption to learning due to Covid restrictions. This had impacted achievement.</p> <p>The Principal met with representatives from the Pokeno Lions to discuss the new school sign. The Principal moved that a proposal to assist with installation of the new school sign be sent to the Pokeno Lions. Seconded: Alison</p> <p>Resolution: <i>That the Principal's Report for February 2022 be received.</i></p> <p>Moved: Maxine Seconded: Hamayoon AGREED</p> | |
| 5.0 | FINANCIAL REPORT | |
| | <p>Maxine explained the report and the impact of the reduced budget. Although the financial situation of the school has improved over the years it is not easy to save funds with such a small budget.</p> <p>Resolution: <i>That the financial report for February 2022 be received.</i></p> <p>Moved: Jane Seconded: Maxine AGREED</p> | |
| 6.0 | ITEMS TO BE APPROVED AND SIGNED | |
| | <p>BOT Meeting Payment Form Credit Card Statements</p> | |
| 7.0 | CORRESPONDENCE INWARDS | |
| | <ul style="list-style-type: none"> • B-Safe Electrical Appliance Testing Report • Audit Engagement Letter – PKF | |
| 8.0 | CORRESPONDENCE OUTWARDS | |
| | <p>There was no outgoing correspondence.</p> | |
| 9.0 | CLOSURE | |
| | <p>There being no further business the meeting closed at 7pm.</p> | |

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| 10.0 | NEXT MEETING | |
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| | <p>Date: Thursday 31st March 2022 Time: 6.00pm Location: Staff Room</p> | |

These minutes were confirmed as a true and correct record at a meeting of the Meremere School Board of Trustees on;

Date 13/4/2022.....

Chair: .....