MINUTES

Meremere School Board of Trustees

Thursday 31 March 2022, 6.00pm

ltem	Subject	Reporting			
1.0	WELCOME / KARAKIA				
1.1	Attendees: Alison Kirkwood (Chair) Maxine Stensness, John Ngatai, Hamayoon Khan, Jane Telfer				
1.2	Apologies: John Ngatai, Hamayoon Khan				
	Resolution: That the apologies be received.				
	Moved: Jane Seconded: Maxine AGREED				
1.3	Declaration of Conflicts of Interest				
2.0	NEW BUSINESS				
2.1	Proposal to raise mileage reimbursement rate for school business/PLD from 62c (MOE rate) per km to 79c (IRD rate) per km. This was adjourned until the next meeting as it is declared a conflict of interest for the Principal and Secretary and the absence of two BOT members did not allow for a quorum.				
2.2	School Docs – Policy Reviews – How will we do this? There are a lot of policies to be reviewed this term. Several options were considered. All policies for review in Term 1 will be distributed to Board Members who will read, note any recommended changes, initial, and return to the Secretary.				
	Action: Secretary to distribute Term 1 policy reviews to Board members.				
2.3	Charter sent to MOE. For information only.				
2.4	4 April Mandate changes – what expectations do we have now to ensure the school is kept Covid safe? The changes were discussed. We have done a good job so far and will continue as we have been. Visitors will continue to sign in and wear masks when on-site.				
2.5	MOE Counselling Support in Schools – MOU signed and returned. There will be a visit next week.				
2.6	Maramarua MOU – signed and forwarded. For information only.				
2.7	Portable Air Cleaner – ordered. This has arrived and is working well.				

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2.8	Staff Hours – 10 March		-			
2.0	Staff Hours – 10 March Support staff hours have been reduced from 10 March.					
2.9	Audit visits completed.					
		th our systems and processes. One	query raised was Koha			
	– see below.					
2.10	Koha					
	At a meeting on 31 March last year the Board approved cash withdrawals up to a					
		or Tangi and Koha. The Auditor raise				
	recording the use of this cash as receipts are not given. A spreadsheet will be created and signed when cash is used.					
	Created and signed when	casii is asea.				
3.0	MATTERS ARISING					
3.1	Minutes of Last Meeting					
	Resolution: That the min	utes of the Meremere School BOT M	eetina held on 3 March			
	Resolution: That the minutes of the Meremere School BOT Meeting held on 3 March 2022 be approved.					
	Moved: Alison	Seconded: Jane	AGREED			
3.2	Action Points from the last meeting					
	There were no action poir	nts from the last meeting.				
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4.0	PRINCIPAL'S REPORT		# ## ## ## ## ## ## ## ## ## ## ## ## #			
14-0019-1-7-10-14-1	The Principal presented h	The state of the s		Var. Res		
	Resolution: That the Print	cipal's Report for March 2022 be rec	eived.			
	Moved: Maxine	Seconded: Jane	AGREED			
	100000000000000000000000000000000000000	2330114641 34776	ACKEE			
5.0	FINANCIAL REPORT			47 127 2		
	There is no financial repor	τ. liscussed at the last meeting (3 Marc	h) The March report			
	was not available in time f		ing. The March Teport			
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	***	Total of the service				
6,0	ITEMS TO BE APPROVED	The second seconds of the second seco				
	BOT Meeting Payment For Credit Card Statements	TH				
	S. Care Gara Statements					
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7.0	CORRESPON	DENGE INWARDS	
	There was n	o inwards correspondence.	
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8.0	CORRESPON	DENGE OUTWARDS	
	• Lette	er to Pokeno Lions.	
9.0	CLOSURE		ja je
	There being	no further business the meeting closed at 6.30pm.	
10.0	NEXT	NG	
	Date:	Thursday 12 May 2022	•
	Time:	6.00pm	
	Location:	Staff Room	

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

Date 14/5/72	Chair: