MINUTES

Meremere School

Thursday 6 March 2025 6.00pm

Item	Subject	Reporting
1.0	**WELCOME / KARAKIA**	
1.1	**Attendees:** Geraldine Hautapu [Presiding member], William Ropiha, Jim Katu, Maxine Stensness	
1.2	**Apologies:** **Marine Funfrock** **Moved: Geraldine** **Seconded: Jim**	
1.3	**Declaration of Conflict of Interest** **None** **Moved: Geraldine** **Seconded: Jim**	
2.0	**NEW BUSINESS**	
2.1	**Presiding member** ***Information only*** **In the last year of the Boards tenure the previous years Presiding Member continues in the role.**	
2.2	**Strategic plan 2025** **This has been approved by the Board.** **There is no change to the Strategic plan from last year apart from the date as a new plan will be required with the new 2025 Board. The Strategic plan was forwarded to the MOE this week as it was required on the 1 March [Saturday].** **Moved: Geraldine** **Seconded: Jim**	
2.3	**Annual plan** **The Board has approved the 2025 annual plan. This does not have to be forwarded to the MOE.** **Moved: Geraldine** **Seconded: Marine**	
2.4	**Board Elections** **The Board has appointed Maxine Stensness as Returning Officer. This process starts in June and ends in September.** **Moved: Geraldine** **Seconded: Jim**	
2.5	**Staffing requirements** ***Information onlyA*** **A local volunteer is working in a caretaker capacity.** **The Administrator role is currently being advertised.** **Another Teacher Aide position is to be advertised. This role will be financed by the MOE through the RTLB and In-class support.**	
2.6	**Budget 2025** **The 2025 budget has been approved.**	

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	Moved: Jim **Seconded: Geraldine**	
2.7	**New New Zealand Curriculum implementation** **Structured Literacy** **Structured mathematics** ***Information only*** **The school has implemented the new New Zealand Curriculum and is underway with Structured Literacy.**	
2.8	**Phone** **The Board agree to finance a mobile phone for school and principal use.** **Moved: Geraldine** **Seconded: William**	
2.9	**Teacher .2 funding** **The Board agrees to fund a teacher for .2 of a fortnight to release the principal.** **Moved: Geraldine** **Seconded: William**	
2.10	**Criteria for closing schools** ***Information only*** **The school can close for 4 half days for MOE PLD [Structured Mathematics] during 2025 and <u>do not</u> have to make up the days. Parents must be given six weeks notice.** **The school can take another 4 half days as long as they meet stipulated criteria. These days <u>must</u> be made up at the end of the year.**	
2.11	**Board Self-Audit checklist & BAS for ERO** **The Board will individually complete this and forward to the principal by 21 March who will then compile it and forward to ERO.** **Moved: Maxine** **Seconded: Geraldine**	
2.12	**Audit Proposal** **This was accepted by the Board.** **Moved: Geraldine** **Seconded: Jim**	
2.13	**Memorandum of Understanding between Meremere and Maramarua School** **Agreed to by the Board** **Moved: Maxine** **Seconded: Jim**	
2.14	**Carpet squares Room 3** **The Board have agreed to use the 2 and a half boxes left over from the Room 1 & 2 refurbishment in Room 3.** **Moved: Jim** **Seconded: Geraldine**	
2.15	**Roll 80% increase** ***Information only*** **The school lost two pupils at the beginning of the year to High School taking the roll to 8 but has enrolled 6 more pupils. The roll now stands at 14. Of importance is the fact that apart from one year 5 they are all Year 2 or below which is where you want roll growth .**	

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2.16	**Garden vandalism and theft** ***Information only*** **A Board member believes he knows who this is from the description given and will check the footage.**	
3.0	**MATTERS ARISING**	
3.1	**Minutes of Last Meeting** **Moved that the minutes of the Meremere School Board Meeting held on 14 November 2025 be approved.** **Moved: Geraldine** **Seconded: William**	
4.0	**PRINCIPAL'S REPORT GOAL 1**	
	N/A **Moved:** **Seconded:**	
5.0	**FINANCIAL REPORT**	
5.1	**Moved that the Financial Report for December 2024 be received.** **Moved: William** **Seconded: Geraldine**	
5.2	**Moved that the Financial Report for January 2025 be received.** **Moved: William** **Seconded: Geraldine**	
6.0	**ITEMS TO BE APPROVED AND SIGNED**	
	Board Meeting Payment form for 6/3/25 signed **Completed**	
7.0	**CORRESPONDENCE INWARDS**	
8.0	**CORRESPONDENCE OUTWARDS**	
9.0	**CLOSURE**	
	There being no further business the meeting closed at 8.00pm	
10.0	**NEXT MEETING**	
	Date: 10 April 2025 **Time: 6.00** **Location: Staff room**	