

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 <i>Information only</i> 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 <i>Information only</i> 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 <i>Information only</i> 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 <i>Information only</i> 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 <i>Information only</i> 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 <i>Information only</i> 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	