

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
HELD IN THE STAFFROOM
ON TUESDAY 23 MARCH 2021

Present:	Aaron Moores	Finance	Chair
	Fiona Hawes	Principal	
	Anna Bell-Booth	Finance	Deputy Chair
	Neil McLaughlin	Property	
	Todd Retter	5YA Property	
	Claire Wilde	FOTS	
Attendees:	Cathy Ediker	DP	
	Susan O'Neill	Minute Secretary	
Apologies:	Kat Gilbert-Tunny	Staff Trustee	

ACTION

ITEM 1 – ADMINISTRATION

1. Welcome. The Chair welcomed everyone to the last meeting of term 1.
2. Declarations of Interest. No declarations for conflict of interest were noted.

ITEM 2 – REPORTS

3. PAT Maths. Cathy presented the PAT Maths report; data gathered from on-line multiple choice tests designed to help teachers determine achievement levels and inform teaching next steps for Year 4 to 6 students. Overall results are considered pleasing and tracking ahead of National Norms with some results higher than expected for Stanine 5 and 7 and slightly lower than expected in 2, 8 and 9. Unusually, no students from Year 4 had results in Stanine 8 or 9. Further investigative detail of data, and teaching strategies being implemented to improve results, were shared.

ITEM 3 - DECISIONS

4. Principal Report. Fiona presented her report, a copy of which is attached.
 - a. Structured Literacy. Current PLD is providing intense and challenging learning for teachers across the whole school. Exciting possibilities for growth and making a difference for our learners.
 - b. Learning Through Play. MOE funded hours (120 hours over 18 months) being utilised for this professional learning.
 - c. Professional Growth Cycle. Fiona shared the recent changes in the teacher and principal appraisal systems.
 - d. SENCO – Learning Support. The MOE initiative was outlined in regard to counselling services. School has had a successful application to MOE for Urgent Response Funding and the leadership team is looking at options for best utilising this. Analysis of the school behaviour data to date was presented and discussed.

- e. Principal Sabbatical. Internal cover organised to manage roles and expectations.
- f. 5YA. The current defects with the carpet tiles and deck nosing continue to be difficult to complete.
- g. Cameron Road Proposal.
- h. Personnel. The following appointments were tabled for ratification:
 - Sarah Arnesen Roll Growth Terms 2- 4
 - Kate Taylor 0.7 FTTE Term 2.These appointments were ratified by the Board.
The Board has received a resignation from Nick Adams who has won a principal's job in Matawai. Nick's considerable contributions to TPS and our learners, since 2014, were recognised, in particular his work with Te Reo improvements and the kapa haka.
- i. **Motion:** That the Principal's report be accepted.

Moved: Aaron Moores **Seconded:** Claire Wilde

ITEM 4 – REVIEW

5. Property. Discussed in Principal's Report

6. Finance - Aaron presented the minutes from the recent finance meeting including the 2021 draft budget review. The end of year 2021 accounts produced a surplus of \$164,811 with the accounts currently at the auditor. An End of Year 2020 summary was presented outlining the overall view and detail of the financial performance. The 2021 Draft Budget Review was presented for a reduced deficit of \$73,570. Recent personnel changes will force the addition of a budget line for a kapa haka tutor (the cost will be confirmed) this will increase the budget deficit.

Motion: The Board accepts the 2021 revised budget deficit (-\$73,570) as presented and agrees to a budget line (value TBA) for a Kapa Haka tutor.

Fiona (A1)

Moved: Aaron Moores **Seconded:** Claire Wilde

7. FOTS. Fiona reported from the recent FOTS meeting and AGM. Current members cannot commit for regular meetings for the rest of the year and there is a low level of interest from any new members. A decision was made to dis-establish the FOTS from now until 2022. In the interim plans are to continue with a few events including Pizza Lunches, Frosty Friday and the Disco. The school requested assistance for individual events and has received a good response to this and an indication of interest for involvement in 2022.

ITEM 5 – DISCUSSIONS

AGENDA ITEMS

8. Agenda Items for Next Meeting. Items to be included are:
- SEA Report – Robyn Caley
 - Student Engagement – Well Being/Hauora – Cathy Ediker

ITEM 6 – ADMINISTRATION

9. Confirmation of Minutes. The minutes of the last meeting held on 16 February 2021 were accepted as a true record with all actions considered off agenda or underway.

Moved: Fiona Hawes **Seconded:** Aaron Moores

10. Correspondence.
Inwards.
 - a. Resignation – Nick Adams
Outwards
 - b. Nothing of note
11. Meeting Closure. There being no further business, the Chair thanked everyone for their contributions and closed the meeting at 8.30pm.
12. Next Meeting. Next meeting 7.00pm, Tuesday 18 May, 2021.

Susan O'Neill
Minute Secretary

Aaron Moores
Chairman

March 2021

Attachments:

1. Principal's Report.

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