



Kia Ora
And welcome to Taipa Area School

BOARD OF TRUSTEES MEETING
10 March 2020

Present:			
Sarah Russel	Elected member	Doreen Bailey	Principal
Stephen Tansey	Elected member	Michael Erihe	Elected member
Lisa Baker	Staff Representative	Tiriti Pikaahu	Student representative
Lisa Jurlina	Minutes Secretary		

Meeting opened:6.05 pm

Venue: Library

Closed at 8.25pm

Apologies:

Does anyone want to voice a conflict of interest to anything on the agenda?

AGENDA:

- 1.Previous minutes – Motion to accept as correct
- 2.Matters Arising :
 - Outward Correspondence
- 3.Correspondence In
- 4.Principals report
- 5.Financial Report – Education Services Expenditure Report to be read and discussed

- 1. MOTION: That the board accepts the minutes of the meeting dated 11 March
As a true and correct record:

Amendment: To previous meeting minutes, That the meeting moves the motion Sarah Russell becomes Vice Chair

Sarah moved the above

Lisa B seconded

OUTWARDS CORRESPONDENCE / MATTERS ARISING

Board Secretary would like to advise following correspondence was sent from matters arising during the previous board meeting.

Date	To	Re
13/2/2020	G Peach	Thank you
13/2/2020	D Pivac	Application

Lisa J: Feedback from Gary Peach - very grateful for letter of thanks from the BOT, only second time in his long career that he has been formally thanked

Lisa B moved that we accept the above

Steve seconded

Mereraina Gerbic speaking rights

Discussion: Steve thanks Mereraina for coming, Mereraina explained her role, she supports BOTs and Principals to build financial capabilities, answers questions etc. Advised that she felt that the BOT should focus on the Annual draft report basics not the finer points - those are for Principal

She asked if the budget was set and signed for the year, which it is.

Government grants are important, this is main income, linked to student numbers, she questioned our teacher salary allocation, it was down but students weren't, Lisa B - think this is due to STP, students not counted as ours, but we receive some reimbursement.

Local funds - down due to less in, no longer receiving school donations

She went over accounts, reiterated that they are very hard to understand, it would take an accountant to do so. Assets decreased a little, liabilities decreased, \$305,000 working capitals is a lot but she is aware we are waiting for spending in new block etc

It is likely that 10y plan cyclical maintenance money likely to come back to working capital as not a lot is being used due to waiting for rebuild

In a very good financial position and performance, Need to check on the staff and STP, also dropped from 8 management to 4. Lisa B to get in touch with Education Services - She is pretty sure this is a missed form.

Admin Salary up - wages and staffing increased

Offered to come back in when March accounts out to better explain monthly accounts

Inward Correspondence - moved - seconded

Date	From	Re
14/2/2020	Watson Paint and Panel	Repairs - trailer
20/02/2020	Aroha Vause	Wanagna permission***already actioned***
20/02/2020 25/02/20	MINEDU MINEDU	Attendance data collection READ ONLY Request to meet with board re attendance
20/02/2020	Dwayne Walsh	Permission to fundraise
06/03/2020	MINEDU	School funding - support staff- READ ONLY
02/03/2020	Raranga Matihiko	PLD for board
6/3/2020	Lisa Baker	Finance Reporting **Finance Report **Governance Report*** **Annual Report, draft
06/03/2020	Doreen Bailey	Principals report
10/03/2020	Doreen Bailey	Letter from BOT - Nga Tai Tokorua
10/03/2020	Doreen Bailey	Request to apply for grants to hire Te Ahu for two events: Tai Tokerau kapa haka dress rehearsal (Term 1) Ngā Manu Korero (Term 2) NRC & Te Puni Kokiri
10/03/2020	Doreen Bailey	Nga Tai Tokorua - community consultation hui re Nga Tai Tokorua to be called

Lisa B moved that we accept inward correspondence

Doreen seconded

TOPIC:Watson Paint panel bill

Discussion:tried to get another quote, no one else painting in area - general wear and tear

MOTION:Pay bill as requested

Lisa B

Doreen seconded

TOPIC:Aroha trip, wananga for Kapa Haka

Discussion:This trip already actioned/authorized through email

ACTIONS:Lisa to add emails to inward correspondence, **actioned 13/3/2020

TOPIC:Minedu attendance data and request to meet board
Discussion:MOE request meeting board
MOTION:Letter to invite them to next meeting Steve moved
ACTIONS:Lisa J send invite letter***actioned 17/03/2020

<u>Dwayne letter fundraise - Poor Knights</u>
Discussion:Dwayne Walsh seeks permission to fundraise for his trip with students to the poor Knights
MOTION:That Dwayne be given permission to do so Lisa B moved Doreen seconded
ACTIONS:Letter - thanks for letter and taking trip - thanks all round WHO:Lisa J***actioned 16/03/2020

<u>Support staff MINEDU funding for pay increase</u>
Letter from MINEDU re support staff wage rises. Doreen advised this has already been actioned/budgeted for. Ministry advising they will now fund

<u>Raranga Matihiko PLD BOT</u>
2nd April - 1 - 4 pm invitation to see how digital futures program works and how it correlates to curriculum
MOTION:none
ACTIONS: Individual members sign up online if wish to go WHO:

Finance

Report tabled
Planning needs to start for \$209,000 allocation from MOE
Auditors notes - Sarah will talk to the auditor re extra allocation, and how it should appear in our finances, and staff management difference in books.

MOTION:

Lisab moved to accept

Doreen seconded

ACTIONS: Sarah R as above

Principals report

Proposal for Hawaii trip - Delegates from Hawaii have been coming here for about 15 years, always asking us to come over to them. Doreen said just at the "general conversation" stage of planning, would like to see this student led.

Standowns - 2 , back at school under conditions

Community of learning - Doreen leading at the moment, but interviews for new lead taking place next week.

Reports, progress, out - on parent portal,

New website - up and running, Steven will work on Board page

Nga Tai Tokorua, Doreen proposes community hui, getting more inquiries as to what is happening with Whare.

Letters out to interested parties to notify date, suggestion week 2 term 2. Advertise it in paper, facebook, etc,

Ask that people register interest, have an agenda so we can keep hui organised.

Lisa B, we need to make a decision, cant keep dragging this out.

Health and safety form, Lisa B sent/sending out to all for comment

We are hosting Manu Korero, but we need a venue, nothing on site due to the building. looking at Te Ahu.

Doreen will be applying for funding thru FNCD Manu Korero 10-12 June

Big increases in student writing in all but 2 year groups

NCEA L1 64% pass rate, average NZ 52%, L2 up above average, L3 below average

MOTION:

Doreen moved this report be accepted

Lisa B seconded

LATE: Application from C McDonald - Basketball trip

Asked for permission to take 5 boys on a Basketball trip to Auckland. Incomplete application, no quotes for travel, accommodation etc. Lisa B asked had they attempted to find funding?

MOTION:The Board declines application for trip

Steve_ moved

Sarah_ seconded

Action: Letter to Mr McDonald advising no on trip, but thanking him for his time and attention with this team***actioned 11 march Lisa J

Steve T asks that the meeting continue for extra time to complete.

To In committee meeting at 8.17

Back to normal meeting at 8.21

Topic:ALTED

Tiriti advised the meeting that he was looking at a proposal to bring to the next meeting. Wants ALTED students reintegrated if possible.

Meeting closed:8.24pm

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Signed by Chairperson

Date: 2020