



Taoroa School Meeting Agenda

Tuesday, 21st February

5.30pm - 7.45pm @ Taoroa School

Items	
1.0 Administration	Meeting commenced 5.50pm
Checklists to ensure that our board is compliant	<ul style="list-style-type: none"> • NZSTA Term 1 Board Checklist • Board work plan • Board member register • Board Delegation List • Conflicts of interest register 2023
1.1 Overview	
1.2 Present	Lara Stevens (principal), Sarah Wells (board chair), Brylee Bond (selected), Liz Taylor (staff rep), Hannah Totman (secretary)
1.3 Apologies	Dawn Fitzgerald
1.4 Declarations of interest	<p>Declaration of Interest policy</p> <ul style="list-style-type: none"> • Call for conflict of interests • Discussion around conflicts of interest for BOT <ul style="list-style-type: none"> ○ Brylee Bond - Sister Steph is employed as the school cleaner ○ Dawn Fitzgerald - Husband Peter is the employed as School Caretaker ○ Agreed any conversations about these roles will take place in the absence of relevant BOT member • Conflicts of interest register 2023
1.5 Confirmation of previous minutes	<p>Motion: That the minutes of the previous meeting dated 30th November 2022 are accepted as a true and accurate record</p> <p>Moved: Sarah Wells Seconded: Liz Taylor</p>
1.6 Board member register	<ul style="list-style-type: none"> • Board member register • Checked and confirmed that Board Member register is correct
1.7 Board Delegation list	<ul style="list-style-type: none"> • Board Delegation List • Discussion on Board Chair appointment • Discussed portfolios • Possibly look at co-opting someone who can help with property portfolio (incl 10ypp, transport) as time consuming for Lara and needs someone with more knowledge in this area • Also may look at adding someone to HR/Employment committee - to be confirmed
Matters arising	
2.0 Strategic Plan	
2.1 Annual Plan	<p>Annual Plan 2022</p> <ul style="list-style-type: none"> • Annual Plan 2022 Review, what has been pushed forward to completion in 2023? • What areas do we think we did well in - community, iDeal, literacy measurements • What areas need improvement this year? • Focus for strategic plan this year - Empowerment, Enviroschools involvement, quality teaching. • Moving forward the the Annual Plan will have less initiatives and more specific targets than previously • Make a start on 2023 Annual plan - to be completed by next meeting • Meeting arranged for 1pm 17th March to complete annual plan <p>Annual Plan 2023</p>

3.0 Policy review	School docs Login: 2463 Password: taoroa123
3.1 Legislation and Administration Policy	<ul style="list-style-type: none"> • Add to agenda for next meeting to go through
3.2 Privacy Policy	<ul style="list-style-type: none"> •
3.3 Official information request Policy	<ul style="list-style-type: none"> •
3.4 Enrolment (Management)	<ul style="list-style-type: none"> • A discussion around this current policy regarding caregiver permission
4.0 General Business	
4.1 Appointment of new principal	<ul style="list-style-type: none"> • Discussion on process for appointing Principal for Maternity leave cover • Consider a proposal for outside facilitator • Advert for Teaching Principal placed in Education Gazette: <p><i>Teaching Principal. Full Time. Fixed Term. Start date: 17/7/2023 End Date: 22/09/2023</i></p> <p><i>Are you a leader who wants to fast track your career? Are you ready to roll up your sleeves, pull on your red bands and come and join our rural community at Taoroa School? Do you value the learning potential of many contexts; 4 walls, the river, the stables or no walls at all?</i></p> <p><i>If so, Taoroa School has the perfect opportunity for you! This is an awesome chance to grow your leadership at an outstanding rural school. A school that truly values personalised teaching and learning through a rich and hands-on localised curriculum that provides tamariki with life-long memories. We develop agentic ākonga who are connected to our place and our people, engaged in their learning and empowered through taking action.</i></p> <p><i>This maternity leave position commences in term 3, initially for 6 months with the potential for further extension. This is an excellent opportunity to take leave from your school, add this experience to your CV, and then either return to your kura or take the next step in your career.</i></p> <p><i>We are seeking an inspiring leader to work collaboratively with our dedicated administration and support staff, Board, and community, who has the following:</i></p> <p style="text-align: center;"><i>a passion and excitement for learning</i> <i>proven successful primary school leadership experience</i> <i>a commitment to community</i> <i>a thorough knowledge of the NZC</i> <i>a sense of humour.</i></p> <p><i>Taoroa School is a U1 rural primary school situated 20 minutes east of Taihape with a roll of 31. We have a tidy, cosy school house with amazing views where you will have access to our school swimming pool and a brand new tennis court.</i></p> <p><i>Our school is supported by an amazing community and dedicated staff who all consider themselves as whānau.</i></p> <p><i>If you would like to lead our special rural school, we would love to hear from you!</i></p>

4.2 Principal appraisal	<ul style="list-style-type: none"> Boards responsibility to organise - discussion around options to employ external facilitator to help 	
4.3 Permissions	<p>Motion: Board permission for Lara to purchase new chomebooks for students Moved: Brylee Bond Seconded: Dawn Fitzgerald</p> <p>Motion: Board permission for Lara to take Senior students to leadership course Moved: Brylee Bond Seconded: Sarah Wells</p>	
5.0 Reporting		
Principal Report	<ul style="list-style-type: none"> Incl AOV 	
Fundraising committee (Brylee)	<ul style="list-style-type: none"> Share back progress and current initiatives in action - Fundraising event postponed due to weather conditions. New date 1st April 2023. Numbers looking very good for tickets sold and money raised. Most of costs have been kindly covered by sponsorship. Share suggestions to be fed back to fundraising committee re expenditure - discussed the possibility for fundraising committee to used funds to purchase new pool cover (Grant applied for to purchase new filter and cover for pool but only granted the amount to cover the filter). Fundraising committee have already discussed this and are happy to do so providing fundraising event goes ahead. 	
In committee		7.
One item from Principal	<ul style="list-style-type: none"> Overpayment issue discussed 	
Meeting closed at 8.20		