



Taoroa School Meeting Agenda

6th September 2023

6.00pm - 8.25pm @ Taoroa School

Items		Time
1.0 Administration	Meeting commenced at 6.00pm	6.00 pm
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		15 mins
1.2 Present	Sarah Wells (Chairperson), Richard McMillan (Principal), Brylee Bond, Liz Taylor, Tom Glendinning, Hannah Totman (Secretary)	
1.3 Apologies	Dawn Fitzgerald	
1.5 Declarations of interest	<p>Declaration of Interest policy</p> <ul style="list-style-type: none"> • Call for conflict of interests • Conflicts of interest register 2023 <p>No conflicts of interest declared</p>	
1.6 Confirmation of previous minutes	<p>Motion: That the minutes of the previous meeting dated 19th May 2023 are accepted as a true and accurate record</p> <p>Moved: Brylee Seconded: Liz</p>	
Matters Arising	None	
2.0 Strategic Plan		
2.1 Annual Plan	<ul style="list-style-type: none"> • Look over annual plan, identify progress • Teo reo course to be completed by Lara Liz and Caitlin in November • Learning conferences were poorly attended - suggestions that reminders to be sent out for date and time and some out of hours options needed for 	20 min

	some parents	
3.0 Policy Review	School docs Login: 2463 Password: taoroa123	
3.1 Policy Review Plan	<ul style="list-style-type: none"> • Discussion around best practice for everyone • Board consensus to continue use of School Docs for Policy 	5 min
3.2 Inclusive Education	<ul style="list-style-type: none"> • https://taoroa.schooldocs.co.nz/16397.htm?zoom_highlight=inclusive+education • Agree with wording of policy 	10 mins
3.3 Maori Education Success	<ul style="list-style-type: none"> • https://taoroa.schooldocs.co.nz/13408.htm?zoom_highlight=maori+education+success • Agree with wording of policy 	
3.4 Learning Support	<ul style="list-style-type: none"> • https://taoroa.schooldocs.co.nz/3586.htm?zoom_highlight=learning+support • Agree with wording of policy 	
3.5 Learning Support Coordination	<ul style="list-style-type: none"> • https://taoroa.schooldocs.co.nz/3586.htm?zoom_highlight=learning+support • Agree with wording of policy 	
3.6 Identify Learning Support	<ul style="list-style-type: none"> • https://taoroa.schooldocs.co.nz/6837.htm?zoom_highlight=identify+learning+support+ • Agree with wording of policy 	
4.0 General Business		
4.2 School Hours - Opening/Closing Times	<p>Discussion around changing school hours to be able to finish earlier - this would give staff more time and parents more time to get to sport which all currently work to fit in with town schools that all finish at an earlier time.</p> <p>5-10 minutes could be taken from break and lunch</p> <p>Plan to notify families and see if there is any feedback</p>	10 mins
4.3 School Bus/Vans	<p>Transport document</p> <p>Tom G reports on bus options to cope with increasing role</p> <p>Option of paying/hiring Go bus to bring kids out from town also discussed rather than driving out from town empty</p> <p>Central pick up location in town would be preferred</p> <p>Discussion on increasing role - 51 needed for funding for a third teacher, 49 before Lara gets another 2 days release time. Idea for BOT to allow funds for “bridging” teacher to work alongside Lara in that case to keep teacher pupil ratios at a good level.</p> <p>Next step - Tom to talk to Go bus regarding bringing kids</p>	

	<p>out from town with more funding from school</p> <p>Motion: From next year one central pick from town for the buses. Families to be notified next term. Location to be decided.</p> <p>Moved: Richard</p> <p>Seconded: Liz</p>	
4.3 Sign on Main Road	<p>Discussion for sign to be put up at the main road for advertising</p> <p>Quote received for around \$700 (2m x 1m) not including design work</p> <p>Motion: To install sign</p> <p>Moved: Brylee</p> <p>Seconded: Liz</p>	
4.4 Flooring options for Classroom	<p>Discussion on different flooring options - synthetic flooring tiles will be funded by the ministry, wool carpet would have to be 100% funded by the school</p> <p>More information required for different options. Will call to community to ask for help on this</p>	
4.5 Principal return to Work Plan	<p>Motion: To accept Laras return to work plan - starting back at the beginning of Term 3 2024</p> <p>Moved: Liz</p> <p>Seconded: Brylee</p>	
5.0 Reporting		
Principal Report	<ul style="list-style-type: none"> • Principal Report Principal report read and accepted <p>Moved: Liz</p> <p>Seconded: Sarah</p>	20 mins
Student Achievement	<p>End of Year Data will be presented next Term, and Goals for Improvement Goals, for 2024, identified.</p>	
Fundraising Committee	<ul style="list-style-type: none"> • Fundraising committee wants quotes for PE uniforms • Taoroa Tiki Tour 2024 planned for 17th February 	10min
In Committee		
		10 mins
Meeting Closed @ 8.25pm		