



Taoroa School Meeting Agenda

6th December 2023

6.00pm - 8.00pm @ Taoroa School

Items		Time
1.0 Administration	Meeting commenced at 5.45pm	6.00 pm
Checklists to ensure that our Board is compliant	<ul style="list-style-type: none"> • NZSTA Term 4 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), Lara Stevens (Principal), Brylee Bond, Tom Glendinning, Dawn Fitzgerald, Hannah Totman (Secretary)	
1.3 Apologies	Liz Taylor	
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 6th September 2023 are accepted as a true and accurate</p> <p>Moved: Tom</p> <p>Seconded: Sarah</p>	
Matters Arising	<p>Quote for sign - where to next? - There is money in the budget to pay for the sign so this can be put into action next year. Design work to be done to include name, logo, phots and distance to school with arrow. Approved quote for one sign, will get a quote for 2 to cover south and north bound</p> <p>Flooring - may be no money in budget to pay for the extra cost of wool carpet. Money could be better spent</p>	

	elsewhere to benefit kids. Board agrees at this stage to continue with the free carpet from the Ministry.	
2.0 Strategic Plan		
2.1 Annual Plan	<ul style="list-style-type: none"> Look over annual plan, identify progress Lara happy with progress made on annual plan this year, lots ticked off <p>Monitored progress and achievement of annual plan</p>	10 min
3.0 Policy Review	School docs Login: 2463 Password: taoroa123	
3.1	<ul style="list-style-type: none"> Curriculum and Student Achievement Policy Lara 	5 min
3.2	<ul style="list-style-type: none"> Religious Instruction Haven't consulted with school community - will send out survey to families and link with Health education. Leave wording as is for now 	
3.3	<ul style="list-style-type: none"> Health education Lara to draft written statement for delivery of Health education to send out 	
4.0 General Business		
4.1 School Hours - Opening/Closing Times	<ul style="list-style-type: none"> Results of community survey 12 replies to survey 8 (67%) yes to change, 4 no Kids will be able to get dropped off at school earlier <p>Motion: New School hours 8.45 - 2.45pm, 2024 term 1</p>	10 mins
4.2 Roll increase	<p>Update on 2024 projections /MOE feedback on growth.</p> <p>8 potential enrolments for next year (taking the roll to 42), Lara has spoken with moe who are still trying to decide what the best situation will be with possible influx of students from town re funding and support.</p> <p>Need 51 kids for funding for 3 teachers</p> <p>Upgrades to happen next year, still going back and forth with plans and cost with current builders. 10ypp starts again next year so there will possibly be more money to add towards plans</p>	

4.3 School Bus/Vans	<p>Motion to seek community feedback on large bus investment:</p> <p>Discussed size of bus needed. Lara has been talking to other schools to see how they manage the numbers. Want to transition to having a paid bus driver, and away from having staff members driving the buses.</p> <p>Bus drivers would be \$9000 each per year, plus bus cost plus fuel and maintenance</p> <p>School to look at getting a fuel tank to be able to get fuel for schools through North fuels - Sarah to enquire with North fuels for more info</p> <p>Tom to find out how much the hire for the year would be from go bus</p> <p>Consult wider community regarding</p> <p>Motion: Dawn Seconded: Sarah</p>	
4.3 Approvals	<p>Approval for over expenditure in literacy:</p> <p>Motion: Tom Seconded: Dawn</p> <p>Approval for Principal Appraisal 2024:</p> <p>Motion: Dawn Seconded: Brylee</p>	
4.4 Ero	<p>Discussion around onboarding process. School to be on boarded next year, beginning of term 1 for the next 3 years to help school progress through areas of need</p>	
4.5 School House	<p>Tenants had complained about a leak and water stain in the carpet. Plumber came and recommended roof rescrewing but would need scaffolding because of roof pitch and drops at sides. Would be worth repainting while the edge protection was on - Tom is organising quotes. House desperately needs maints and is an eyesore. Not been included in budget but could be part of a budget review.</p>	
4.6 Water blaster	<p>Tom has researched water blaster and consulted with Fitz - \$650 quote for new water blaster</p> <p>Motion: the board to purchase a new water blaster for the grounds.</p>	

	Motioned: Tom Seconded: Brylee	
5.0 Reporting		
Principal Report	<ul style="list-style-type: none"> • Principal Report Principal report read and accepted <p>Moved:Dawn Seconded: Sarah</p> <p>Budget has been in a surplus for a few years, money could go towards new bus or staffing</p> <ul style="list-style-type: none"> • Proposal to top up to 2.76 so that senior teachers can team teach/plan together once a fortnight for term 1 & 2. This means the board would be funding 2 extra days per fortnight. Approx cost \$7400. Lara will have to adjust budget to accommodate <p>Motioned: Sarah Seconded: Tom</p>	20 mins
Student Achievement	<ul style="list-style-type: none"> • Assessment overview Overall assessment data looks really good. PAT Results are not as good as they were earlier in the year but could be due to a number of reasons. Writing PLD planned for next year, area of expertise for Arzjah, with work with other schools and get outside <p>Read and approved Motioned: Tom Seconded: Dawn</p>	
Fundraising Committee	<ul style="list-style-type: none"> • Fundraising committee have ordered sports uniforms which look great. • Brylee to organise 	10min
In Committee		
Approval	<ul style="list-style-type: none"> • Mediation 	10 mins
Meeting Closed @ 7.30pm		