

## **Board of Trustees Meeting February 24th 2025**

Start: 5.40 pm

### Welcome New Board Members:

A huge welcome to our new members Hamish Murray and Ratapu Moore.

### Elect Presiding Member:

Hamish nominates Angela Loe and Sam Lunn as co residing members.

Motioned by: Aaron Sangster

Seconded by: Nicole Bamford

All in Favour

### Finance:

Ratapu Moore,

Nominated by: Angela Loe

Seconded by: Hamish Murry

All in favor.

### Property:

Sam Lunn

Sam Lunn Nominated himself,

motion moved by: Sam Lunn (himself).

Seconded by: Angela Loe

All in favor.

### HR:

Hamish Murry

Hamish Murry Nominated himself.

Motioned moved by: Hamish himself

Second by: Angela Loe

All in favor.

### Health and safety:

Sam Lunn nominates Angela Loe to carry on with current role.

Seconded by : Hamish Murry.

A discussion was had about Niki Macfarlene showing interest in joining the BOT, and the option of co-opting her on at the next BOT meeting.

### Present:

Aaron Sangster (principal), Julia chapman, Angela Loe, Sam Lunn, Hamish Murry, Hannah Johnston, Simon Toddhunter, Kieran Hickman, Nicole Bamford (online)

### Apologies :

Ratapu Moore

### Alterations to the agenda:

Protocol for future meetings- bring a laptop or device

### Meeting Administration:

Minutes true & correct- Motioned by Aaron Sangster.

All in favor.

### Board correspondence:

Angela Loe, Hamish Murry, Aaron Sangster are meeting up for board, discussions/protocols.

### Matters Arising from correspondence:

None

### Strategic Planning and Decisions:

Policy's to be read and reviewed this week & will conform next meeting,  
In the future the agenda is to be set from week prior to meeting, so policy's can be reviewed.

### Reports:

#### Health and safety:

Angela Loe to come in to school and go through first aid check list.

#### Financial Report:

Cash on hand as at 31 December is at \$288.3k.  
Going to look at budget next meeting with Ratapu Moore.

#### Property Report:

Kieran Hickman to follow up swing set .  
Up graded reef completed. All done  
This year –TYA – Ten year property plan reviewed and planned  
Brought new teacher laptop- school one, a Mac book, and dishwasher . The new laminator is to be put onto asset register. Paddock fence is all fixed.  
Aaron to investigate a plan to sort out bottom field and enable it to be more usable.  
Skip on site currently getting filled.

#### Funding Applications:

There is none currently

#### SUE Report:

The Presiding member has checked the processes and authorisations used to make payments to staff members, including the payments made to the principal and others in the school with payroll responsibilities.

#### Principals Report:

<https://docs.google.com/document/d/1a7Bkh5iXJAWT3jgJkinQ6AVHGj4MRyF7/edit>

Positive start to the year as new teacher Robyn has started, she is a great teacher.  
We had meet the teacher evening which went very well.  
Fundamentals week, great week.  
Swimming sports on Friday, we need a bit more organization with this event – this is to be worked on for next year alongside Seddon School.  
Assembly is going to be held in the Library now.  
Implemented the whole school singing on Tuesday afternoons.  
Staff only day held on 29<sup>th</sup> January – focus on planning and preparation for the new year and the theme is “Growing together” .  
Changes to Teachers only days is set for April 7<sup>th</sup> and August the 15th, Friday or Monday. Allowed two teacher only days.  
Programme structured Maths PD with Jordan Priestly  
\$1000- \$1800 budget coming up.  
PAT tests continue.  
Aaron Sangster will look to attend Rural school-conference in Christchurch the 27<sup>th</sup> – 30<sup>th</sup>. \$2000, use funds for grant  
.  
Aaron will eventually change student management system. Comes with own app. Called edge- workerable. Aaron will need abit of support by parents with this new management system when it starts.

General discussion around coding of attendance for students.

Racheal Cotching will be at school 1 day a week. Racheal Broadhurst will be 25 hours a week.

Carla Snell has taken up the cleaning contract taking over from Toska Bayley .

Dave Patterson to come to next BOT meeting to talk about attendance of students.

Principal recommendation for rural principle conference in Christchurch (27th-30th May). To use left over money from wellness fund and \$1000 grant from NZEI.

Aaron actions motion

All in favor.

**Next Meeting 24<sup>th</sup> March 2025 5.30pm**

**Meeting closed 7.06pm**

