

Minutes of Somerfield Te Kura Wairepo

Board of Trustees Meeting

27 October 6.30pm in the Staffroom

Present:

Denise Torrey, Kellie Englefield, Tim McIntosh, Tony Steffens, Cameron MacPherson, Julie Bassett, Nicky Horne, and Lucy Green and Elizabeth Eastmure

Denise Torrey chairing the meeting

Apologies: Stephanie Muller

Late: None

Conflict of Interest: None

Motion: That all present have speaking rights.

Moved: Denise Torrey

Carried

Moved that the above administration matters are accepted.

Moved: Denise Torrey

Carried

Principal's Report:

- Leaking Roof update
- Attendance Update
- Grass update
- Revised Budget for 2023 will be shared with BoT at a later date.

Motion: Ratify the appointments for 2023 – Mary DeRoy, Fixed Term Maternity Leave and Simon Ward, Fixed Term Beginning Teacher.

Moved: Denise Torrey

Carried

Motion: That the Principal's report be accepted as read.

Moved: Denise Torrey

Carried

Finance:

- Notice to be sent to parents re: sponsoring a child to camp

Motion: The Board approves the 2022 budgeted Statement of Financial Position and 2022 budgeted Statement of Cash Flow, which are both derived from the Board's approved 2022 operating and capital budget.

Moved: Tony Steffens

Seconded: Lucy Green

Carried

Motion: That the September 2022 accounts to be accepted by the Board as true and correct.

Moved: Denise Torrey

Carried

Property/Health & Safety:

- Property and Health and Safety report attached to Principal's Report
- Covid update
- Camp – Plan B discussed

Motion: That the Property and Health & Safety report be accepted as true and correct.

Moved: Denise Torrey

Carried

Policies:

- Update on policies attached to Principal's Report

Communications:

- New BoT profiles featuring on the website
- BoT to send new photos/blurbs to Julie if required for updating on website
- Newsletter article to feature new Bot members, Lucy will organise
- Email to be sent to staff advising of new BoT members
- Email to be sent to staff re: Teacher Appreciation Day

General Business:

- Teachers Paid Union Meeting: Thursday 17 November 2022 – 1.30pm. Notice has been sent to parents to pick their children up at 12.30pm. Staff/support staff are available to supervise children if parents are unable to pick up.
- BoT Presentation (Denise Torrey)
- BoT offices – Appointments for 2022/2023

Stephanie Muller – Chairperson revised in December 2022

Lucy Green – Deputy Chairperson revised in December 2022

Personnel – Lucy Green

Health & Safety/Property – Cameron MacPherson

Treasurer/Finances – Tony Steffens

Policy – Elizabeth Eastmure

Cultural Responsiveness – Tim McIntosh

Bot dates 2022

8 December – 6.30pm

BoT dates for 2023 at 6.30pm

16 February

23 March

11 May

15 June

3 August

7 September

26 October

30 November

Motion: The minutes of the 8 September 2022 meeting were read and approved as true and correct.

Moved: Denise Torrey

Carried

Meeting closed at 8.00 pm

.....

.....Date