

Minutes of Somerfield Te Kura Wairepo

Board of Trustees Meeting

8 December 2022

6.30pm in the Staffroom

Present:

Denise Torrey, Tim McIntosh, Tony Steffens, Cameron MacPherson, Julie Bassett, Nicky Horne, and Lucy Green and Elizabeth Eastmure, Stephanie Muller, Tash Todd, Gillian Cree

Apologies: Kellie Englefield

Late: None

Conflict of Interest: None

Motion: That all present have speaking rights.

Moved: Stephanie Muller

Carried

Moved that the above administration matters are accepted.

Moved: Stephanie Muller

Carried

**Principal's Report:**

Motion – Ratify the appointment of Sioned Rees to Permanent Scale A for 2023

Moved: Denise Torrey

Seconded: Lucy Green

Carried

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

Moved: Denise Torrey

Seconded: Tony Steffens

Carried

Finance:

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

Moved: Tony Steffens

Seconded: Lucy Green

Carried

Motion: The Board approved the 2023 Draft Budget with a cash surplus of \$9,194.72 and an operating deficit of \$130,805.28.

Moved: Tony Steffens

Seconded: Lucy Green

Carried

Property/Health & Safety:

- Health & Safety report in folder
- Tete roof update – April 2023
- Grass update
- Roof design to stop children climbing on roof in weekends to be looked at by Cameron & Greg to build.

Policies: - Report in folder

Communications:

- BoT Article to be featured in the newsletter for end of year
- Profiles of new members to feature in the newsletters for 2023
- Covid update – low numbers at this stage.
- Covid updates now to be included in the Health & Safety agenda.

General Business:

- Annual Goals Review – Denise reported
- Draft Annual Goals 2023 – Denise reported
- Behaviour Evaluation – Nicky reported
- Literacy Project Evaluation – Gillian reported
- Achievement and Learning Support Report – Nicky reported
- Holiday Security – Denise shared in folder
- BoT Training to be arrange for BOT's meeting on the 2<sup>nd</sup> February. Denise to invite Deborah Dawson
- Tony Steffens to attend the Smart/Service assembly on the 12 December.
- PTA facebook moderator to change to Lucy Green from Mark Callaghan

BoT dates for 2023 at 6.30pm

2 February (this was changed from the 16 February 2023) BOT Training session

23 March

11 May

15 June

3 August

7 September

26 October

30 November

PTA Dates for 2023 – one board member to attend

23 February - Stephanie

30 March AGM - Tony

18 May - Lucy

22 June - Elizabeth

10 August - Cameron

14 September - Tim

2 October - Stephanie

7 December - Lucy

Mihi Whakatau Dates for 2023 – one board member to attend – 9am in the school hall

7 February - Lucy

6 March - Stephanie

24 April - Elizabeth

29 May - Tim

17 July - Tony

21 August -Cameron

9 October - Stephanie

13 November - Lucy

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

Moved: Denise Torrey

Carried

Meeting closed at

9.00pm.....Date