

Tai Tapu Board meeting - February 2022

Tuesday, 1 March 2022 6:47 PM

Meeting date: Tuesday 1st March 2022

Virtual meeting (MS Teams)

Present: Damian Lynch, Bernadette May, Lisa Seely, Daryl Aitken, Phil O'Callaghan, Iain Haycock

Apologies: Andrew Bull

Invited: Donna Elliott

1. Election of Presiding Member

- Donna Elliot introduced the Board to the election and reminded everyone that each year a presiding member must be elected
- Nominations were called for:
 - Damian Lynch was nominated as Presiding Member
 - No other nominations were received
- Damian Lynch was confirmed as Presiding Member for 2022

2. Administration

- Minutes from December 2021 meeting
 - The minutes from the December 2021 were approved

3. School update - start of 2022

- The Principal gave a verbal update on how the 2022 school year has started
- The new teacher that suddenly resigned was an unfortunate situation. We have since replaced that teacher with another experienced fixed term teacher that has settled in well. There has been very little disruption to the children
 - Lessons learned: the Principal has considered the recruitment process and reference checks. The process was robust and this was just a case of unfortunate personal circumstances
- The Board discussed potential for succession planning in 2022, given there will tri-ennial elections in September. All BoT members should actively approach suitable candidates so we get good representation from the community for the next election.
- The remaining focus has been on COVID and the school is very well prepared and communicating well with the community

4. Principal's Report

- The Principal's Report was taken as read. Specific discussion points included:
 - SENCO - there is a focus is on driving accountability and performance (where performance is meaningful support for teachers so they can improve learning support programmes in class)
 - How is cover for staffing if we get several staff taken out
 - The Board discussed the school's and principal's strategic development, appraisal and the upcoming Springboard Trust programme
 - Pool consent - currently at council. Likely longer term development.
 - Library project is all complete - not being fully used due to COVID movement restrictions

5. Variance report

- The Student Achievement reports from Dec 21 were received and discussed
- Two small error relating to Maths - Tier 2 numbers and Writing graph were corrected
- The BoT accepted and approved the variance to be submitted to the Ministry
- The BoT congratulated the school on the hard work behind the student achievement results

6. School budget 2022

- The draft school budget was presented
- The 3 year trend shows a great path to budget recovery. The BoT acknowledged the great work to return the school to a neutral budget position after several years of deficits
- The 2022 budget contains sufficient resource for continuing training initiatives
- The Principal noted that the revenue is reliant on receiving donation revenue but the BoT is comfortable with managing this risk.
- The budget was put forward for approval:
 - Moved: Iain Haycock
 - Seconded: Phil O'Callaghan
 - Carried

7. School Strategic Plan 2022

- The Principal talked to the School Strategic Plan and highlighted the main areas of change
- Damian Lynch reminded the BoT that it owns the strategic plan
- The strategic plan was put forward for approval:
 - Moved: Daryl Aitken
 - Seconded: Lisa Seely
 - Carried