

Date: Tuesday 20 September 2022, 6.30pm



## Minutes of Tai Tapu School Board of Trustees

**1.1. Present** – Damian Lynch (Presiding Member), Phil O’Callaghan, Phil Griffiths, Martin Bloy, Rachael Kwok, Bernadette May (Principal), Helen Schulte (Staff Representative), Denise Keno (Board Secretary)

### 1.2. Declaration of interests

None

### 2.1 Curriculum & Student Learning Update – The Arts

Bernadette gave a brief summary

- Deb curriculum based performing arts
- Music Programme with Helen Murray (Y1-5), Yr 6 to be included next year to meet NZ Curriculum (Percussion Group, Choir, Itinerant Music Prog, Music for Fun, Ensemble Group - Drama Y7/8

Need to communicate to School Community what we have on offer.

Helen Mason & Deb to update next meeting.

### 3.1 Minutes of the previous meeting – 16 August 2022

Move: That the minutes of the previous meeting be approved (old Board)

**Moved:** Phil O’Callaghan **Seconded:** Bernadette - Carried

Move: That the minutes of the previous meeting be approved (new Board)

**Moved:** Rachael Kwok **Seconded:** Phil Griffiths - Carried

### 3.2. Matters Arising from previous minutes

- Nil

### 3.3. Correspondence

Out of Zone Enrolments

- 2 in Junior School for Term 1 2023. Bernadette suggests keeping numbers low. Cut off October 23th.
- Board approved 2 slots for Year 1.

Term Dates for 2023

- As per Bernadette's Google Doc. Board approved but want to see TDD added & Queens Birthday changed to Kings Birthday.

#### **4.1 Board Strategic Matters**

None

#### **5.1 Principal's Report**

The Principal's Report was taken as read.

Bullying behaviour from 6 year old boy. Dealt with swiftly & RTLB sorted. Student & parents responded really well.

Entire Senior school running Mana Ake programme which is great. Couple of areas need to strengthen. Healthy culture in Senior School.

Visitors to School:

- Lady Rhodes Sewing. Traditional group, all ex teachers & teacher aides. One Teacher Aide was speaking inappropriately to students. The students let Bernadette know & the T/A was spoken to and won't be back.

Staffing:

- Had a resignation from Joon Hong. Bernadette to recruit for new teacher & fixed term (Rach's roll) – 2 positions
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- "Proposed School Organisation still waiting for staffing from MOE that will determine where we go". Bernadette to advise at next meeting staffing requirements.

Lois did Principal appraisal this week (Wed 19 September)

PD under Budget – This is the Teacher release which Bernadette is monitoring.

NZ Histories Curriculum – does it have an impact in class.

Bernadette said YES. It won't interrupt work already done, but will include & be a balanced approach.

Quentin Stagg donated a \$15k spa pool for school to raffle. Ticket price should reflect. Has to be run by school, not PTA.

Pool Usage – Info on Bernadette's report.

- Timelines – Shed up by end of holidays, Pool Open before Xmas, H & S by November. - Revise H & S (update pool guidelines)
- Raffles, etc on Pets Day (Rachael K to run raffle)
- Zoom Meetings – regular pool meetings (every 2 weeks instead of full board meeting) - Bernadette to talk to PTA to check out raffle details (small ticket items, not spa)

## **5.2 Finances**

All Happy

## **6.1 Workplan**

- Pool Project

- Signed contract with Mighty Staggs
- Building Consent, extra work required. Cost increase.
- Another process needed to get to practical solution.
  
- Phil Griffiths updated further on plan sign offs/project manager, etc
- Met with PM to start working out areas that aren't needed.
- Mighty Staggs to put shell of shed up. Once we get consent it will flow.
- Bernadette spoke with Shaun today and got approval for slabs.
- When next phase starts, talk to MOE re changing Project Manager

## **7.1 Standing Items**

## **8 General Business**

### **Schedule of Delegations**

- BOT delegates to Principal as long as she stays within Budget. Anything more need to get BOT approval. BOT Accepts, Damian & Bernadette to sign off.

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Admin Wooden Deck – Caretaker to fix in School Holidays.

Senior Prizegiving, Thursday 15 December 7-9pm at Lincoln Events Centre – Board to be present, Invite Old Board Members

Junior Prizegiving, Thursday 15 December 9-10am, Bernadette to confirm.

### **Next Meeting – 01 November 2022**

**Meeting closure**

**Meeting closed 8.35pm**

Signature: \_\_\_\_\_

Chairperson – Tai Tapu School Board

Date: \_\_\_\_\_