

Tai Tapu School Board meeting

7 April 2025 6.08pm

Present:

Martin Bloy

Tim Dunn

Amanda Clarkson

Damian Lynch

Phil Griffith

Sarah Alderson

Apologies:

Helen Schulte

Declaration of interest:

None

H&S Wellbeing - notable items

None

Minutes

The minutes from the previous Board meeting, February 2025, were accepted as a true and accurate record.

Moved - Tim Dunn

Seconded - Phil Griffith

Carried

Matters arising

Action: Trustees were reminded to email Denise to declare whether you want the BoT fee or not.

Action: The Principal to consider who could act as RO and come back to Board in May meeting with a recommendation.

Principal clarified that TA's and Teachers are required to make a decision about what Electoral Role to be placed on (Parent or Teacher), and this will be decided by each Teacher/TA at the time.

Principal will lead the discussion with teaching staff about the Teacher Election process. The Board noted (i) the preference to have wide range of representation around the Board table, (ii) that most other schools do not have both the Principal and Deputy Principal as elected members of the Board.

Conversations with the Ministry on \$50,000 funding continue, but are being directed towards the deck extension.

The hygiene check on students password usage and user access has been completed.

Board strategic matters

The Strategic plan has been submitted to the Ministry.

Principals report

The Principals Report was received by the Board.

Points noted from the Principals Report included:

- Focus on projected student number growth and space management
- Cohort entry has been implemented for Term 3
- School attendance report was noted
- The ERO assurance & review process was discussed. It was noted that ERO has again changed the process (compared to previous years). ERO now require a self-audit checklist, this will be built in to each Board agenda and regularly reviewed.
- School strategic plan - the Board noted and was happy with the overview version that has been prepared and made publicly available.
- Enrolment information - the Principal noted a deficiency in the enrolment process that requires the school to validate family address information. For example, we need to be collecting proof of address information and haven't been (eg: utility bills)
- **OOZ - at the next meeting Board meeting (May 2025), out of zone enrollment ballot decisions will need to be made (Action)**

- School Field - The Board was informed of issues relating to bee sting/clover issue with school field. This has become a H&S/Wellbeing issue and so the field is planned to be renovated (spray broadleaf, oversow with grass). This is necessary but unbudgeted expenditure.
- Reporting & Assessment:

The Board received an update re recent changes to curriculum and assessment, as informed by the Ministry. The main points were:

- The curriculum changes (across multiple subject areas), are substantial, are a big change for both teachers and learners and will require accelerated learning in almost all areas
- The revised assessment framework is not clear - guidance from the Ministry on this not likely until 2026
- This is affecting all schools in NZ
- In the absence of Ministry guidance, student achievement still to be reported 2x year to Board, Principal to devise best approach
- Tai Tapu School plans to approach 2025 by issuing written (physical) reports to parents about student progress
- The Board considered it important to raise this in communication to parents
 - Outline the about changes (this is what's happening, what we are doing, how you can help)

- **Term deposit** - Board approved that a term deposit of \$100,000 was placed for 8 months

- Cleaning

Principal conveyed opportunities to improve cleaning. Board supports any work to review efficiency and service of cleaning.

- Pool:
 - finances, there are some outstanding debts for pool fees with parents and community members. This will be further pursued
 - There have been no material H&S issues relating to the pool this year. There was one door handle (toilet door), that had complaints of a minor electric shock. This was investigated and concluded as being static electricity only (no further corrective action, mitigation required).

School Finances

The financial reports were received and noted.

The Board noted that the draft Annual Accounts were signed off and submitted

School Communications

The School App has been retired.

The school HERO channel has become main channel of communication with parents/community.

AOB

Board expressed their desire to have someone take minutes as the current arrangement not satisfactory.

Meeting finished

7.49pm

Actions -

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OOZ - at the next meeting Board meeting (May 2025), out of zone enrollment ballot decisions will need to be made (Action)