



**Tuesday 13th May 2025**  
**PLEASANT POINT PRIMARY SCHOOL BOARD OF TRUSTEES MEETING**  
**HELD IN THE MEETING ROOM**  
*A Head and a Heart for Learning and Life –*  
*A Backpack for the Journey*

**ADMINISTRATION**

**Meeting Opened:** 6.05pm

**Present:** Hayden Cartwright, Lorraine Frances-Rees, Deborah Jacobs, Khan Adam, Suze Kelliher, Rae Gaskin, Rachael Proudfoot

**Apologies:** Hami Taite

**Conflict of Interest:** None

**Administration**

*Accept minutes of previous meeting 1st April - Hayden/Lorraine*

**Principal's report**

*Move to accept Principal's Report - Lorraine/Hayden*

The health statement/consultation will go out to parents and be reported back to the board by the end of the term. The Board requested to see it before it went out.

**Finance Report**

*Move to accept finance report - Rae/Deb*

**Property Report**

*Move to accept the property report - Lorraine/Hayden*

**Boiler** - Find out from the MOE the process of disposing of the boiler components. Contact relevant companies who may be interested in these.

**Hall** - Two quotes were received for weather-tightening the hall.

*Motion to specifically set out our criteria based on the information received, and put it out for quotes again for prices meeting our criteria. - Lorraine/Deb*

Note previous builders will be asked to requote based on the set criteria.

Once we have all quotes they will be circulated to board members via email to choose which quote to move ahead with.

**5YA Opihi Remaining Funds** - There is an amount of funds left in the Opihi Upgrade project. We are awaiting quotes for the painting of the joinery and for replacing autex on this.

*Motion to get quotes for painting joinery and replacing autex and put out the options for a digital vote - Lorriane/Deb*

*Motion to proceed with getting compliant heaters in offices and areas within the school without suitable heating - **Lorraine/Deb***

*Motion to accept playground audit quote from Playsafe - **Lorraine/Hayden***

#### **Health & Safety**

*Move to accept arborist quote of \$2,208 for the remaining arborist work to be completed this year - **Lorraine/Hayden***

*Move to get a quote from the contractor who has already supplied the quotes for tidying up playground areas and add to remove the concrete planters on the North side of Rangitata and make good - **Lorraine/Deb***

Deb to get a quote for the removal of the concrete planters. We will include this in a digital vote once the quote is received. The Board agreed that a verbal from the contractor would be sufficient.

#### **Employment & Personnel**

*The board went In-Committee - 6.52pm*

*The board went Out-of-Committee - 7.26pm*

#### **Policy Review**

No feedback received from SchoolDocs so far.

#### **Community Consultation - Uniform**

The board reviewed the results of our community consultation on the below items.

**Jackets** - Jacket options 2 and 3 were the most requested (fleece lined with and without hood). These will be options via pre-order. No stock held.

*Motion to include Jacket Option 2 and 3 to be an optional part of the school uniform - **Lorraine/Deb***

**Senior Tops** - *Motion to supply an optional summer weight senior top for senior students - **Lorraine/Deb***

**Sports Uniform** *Motion to have the option for parents to buy the sports uniform (via pre-order) - **Lorraine/Suze***

**Earrings** - *Motion to update the uniform policy to state that students can have one plain stud or sleeper in the lower lobe. - **Lorraine/Deb***

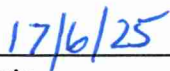
#### **Correspondence**

*Move to accept correspondence - **Hayden/Rae***

**Meeting Closed** - 7.48pm

**Date of Next Meeting** - Tuesday 17th June, 2025

  
Signed \_\_\_\_\_

  
Date \_\_\_\_\_