

Tai Tapu School Board meeting
12 May 2025 6.10pm

Present:

Martin Bloy
Tim Dunn
Amanda Clarkson
Damian Lynch
Phil Griffith
Sarah Alderson
Rachael Kwok
Helen Schulte

Apologies:

Declaration of interest:

None

H&S Wellbeing - notable items

None

Student & Curriculum update

The Principal informed the Board that the revised curriculum standards and progressions have been received from the Ministry of Education.

This represents a major change for students, teachers and parents. Communications with parent/family groups will be essential.

Minutes

The Board noted that Rachael Kwok was present at the meeting. With that change, the minutes from the previous Board meeting, April 2025, were accepted as a true and accurate record.

Moved - Sarah Alderson

Seconded - Damian Lynch

Carried

Matters arising

Kathryn Fairbrass will act as Returning Officer for Board Elections.

The Board considered OoZ enrollments for Term 3 2025. The Principal recommended that 4 places be made available for Term 3 in the New Entrant class.

Moved - Tim Dunn

Seconded - Damian Lynch

Carried

Action - The Board requested an overall view of total school OoZ enrollments for the next meeting.

Board strategic matters

None

Principals report

The Principals Report was received by the Board.

Points noted from the Principals Report included:

- New Play, Eat, Learn routine has bedded in well with students
- N4L school network (internet) has been set up
- Staff Wellbeing - the Board acknowledged the extra workloads teachers are facing with curriculum changes. The Board supported the Principal for various initiatives to support the teaching team.
- School closure for state of emergency: the Board discussed how guidance from Selwyn and Ministry during the state of emergency was not clear. The Board agreed that improved Ministry guidelines would help as would clear and documented Board/School processes
- Staffing: the Board ratified the following staffing and leave requests
 - A new NE/Y1 teacher has been appointed for Term 3
 - A Fixed Term, part time Y4/5 teacher until end of the year
 - Full time teacher has requested 4 days to travel overseas for family reasons
- Banked staffing is positive
- EOTC - Woodend Camp
 - The camp outline was presented, however the Board required activity specific RAMS (eg: climbing, air rifles).
 - If the activity specific RAMS can be provided, and they are adequate, then the Board will support and sign off the camp
 - **Action: Woodend Camp RAMS to be circulated to the Board for sign off by Wednesday 12 May 2025**
 - **Action: Board will review Woodend Camp RAMS and overall EOTC proposal for approval by COB Wednesday 12 May 2025**

School Improvement Framework (ERO)

The Board reviewed and assessed the Teaching and Learning section of the SIF.

Many of the evaluations recognised the impact of curriculum changes on the school review.

Attendance Report

The school attendance reports were received and noted.

School Finances

The financial reports for March 2025 were received and noted.

School Cleaning Contract

The Board received an update from the Principal on the cleaning contract.

The preferred approach is to contract MC Team Cleaning. The Board reviewed the contract information and approved the Principal to execute the contract.

AOB

Professional Development

A professional development opportunity for a senior member of staff was presented by the Principal.

The conference is taking place in Melbourne, is highly relevant and has very low attendance costs.

The Board approved attendance with the DP Budget of \$500 to be used/go towards the cost of attendance. The school budget will meet the remaining costs of approx. \$500 in order to meet flights, accommodation and food. The school will meet travel insurance costs.

Meeting finished

8.04pm

Actions -

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