

MINUTES OF THE LICHFIELD SCHOOL BOT MEETING HELD ON TUESDAY, 20 FEBRUARY 2024 AT 6.30 PM

Meeting Opened at 6.37 pm

1. **Present & Welcome**

Karen Care, Rodney De Vorms, Ida Cloete, Vanessa Macneil, Jonathan Cole, Shiree Jamieson

2. **Confirming Agenda**

Confirmed

3. **Declaration of Interest**

Nil

4. **Apologies**

Thomas Scheres

5. **Minutes of Previous Meeting**

The minutes of the previous meeting were accepted.

Rodney De Vorms/Jonathan Cole

6. **Matters Arising**

6.1 Rodney De Vorms stood down as the Presiding Member. Karen Care called for nominations for a new Presiding Member. Vanessa Macneil nominated Jonathan Cole and Karen Care nominated Rodney De Vorms. A vote was taken and Jonathan Cole was duly elected as the new Presiding Member.

Karen Care/Ida Cloete

6.2 The BoT Roles, Responsibilities and Conduct was deferred to the next meeting.

6.3 Let it be minuted that the approval for adding \$30,000 to the budget for the outdoor building space was approved via email by Board Members.

6.4 Let it be minuted that the updated draft budget was approved via email by Board Members.

6.5 The Board moved to appoint Jonathan Cole and Rodney De Vorms as monthly financial approvers.

Vanessa Macneil/Ida Cloete

6.6 Enrolment zone advertisement for Term 2 as per 9.11.

7. **Correspondence**

7.1 As distributed.

7.2 Jo and Peter Scheres – EoY thank you acknowledgement.

8. **Receiving of Reports**

8.1 The January 2024 financial report was presented for discussion. It was moved that these reports be accepted.

Jonathan Cole/Ida Cloete

8.3 Karen presented her report for discussion. It was moved that Karen's report be accepted.

Karen Care/Jonathan Cole

The Board moves to obtain quotes for storm water drainage and extra bark for the playground.

Rodney De Vorms/Jonathan Cole

9. **Notified Business**

Strategic review

9.1 Confirmation of review and approval of the Strategic Plan and the 2024 Annual Plan was deferred to the next meeting.

9.2 Lichfield School Board Annual Work Plan Dates were approved for 2024

Jonathan Cole/Vanessa Macneil

Regular Review

9.3 The Asset Protection Policy was reviewed and accepted.

Rodney De Vorms/Jonathan Cole

9.4 The Board Induction Policy was reviewed and accepted.

Rodney De Vorms/Vanessa Macneil

9.5 The Triennial Review Plan was updated and will be presented at the next meeting.

9.6 The Board moved to accept the 2023 Analysis of Variance report.

Rodney Devorms/Vanessa Macneil

9.7 The Te Ara Huarau School Improvement Framework Stewardship was presented for discussion and self-review.

Emergent Review

9.8 Delegation of Authority for 2024 is deferred to the next meeting.

9.9 It was moved that the 2024 Camp be approved.

Rodney De Vorms/Jonathan Cole

9.10 The EOY BoT Dinner feedback was discussed. Amazing dinner but big clean-up.

9.11 The Board moved to accept placements for Term 2 2024 as; Year 1, 7 spaces; Year 2, 2 spaces; Year 3, 2 spaces; Years 4&5, 0 spaces; Year 6, 2 spaces.

Vanessa Macneil/Ida Cloete

9.12 The school house borer treatment is yet to be done. Shiree will chase up Mark Habraken to see when he has scheduled us in. Carus will need to be contacted regarding the painting of the school house. Karen will advise the Kahui Ako that the house is available for rent.

9.13 The Teacher Only Day for 15 November 2024 will be changed due to senior camp dates being at the same time. The new date will be confirmed at the next meeting.

9.14 It was moved that for Bible In Schools 2024, that all non-Bible students will remain class for instruction and the Bible in School students will move to the hall for lessons. Karen will consult with Wendy Richardson regarding this change.

Karen Care/Vanessa Macneil

10. Professional Development

10.1 Scenario R7 was presented for discussion.

11. In Committee

At 6.55 pm, the Chair moved that the Board moves into committee under Section 48 Local Government Information and Public Meetings Act 1987, to discuss current available roles within Lichfield School, and Caretaker hours.

12. Out of Committee

The Chair moved that the Board confirms the business considered in committee.

13. Meeting Closure

Congratulations Jonathan.

The meeting closed at 9.08pm

Future Meeting Dates 2024 (6.30 pm Starts)

26 March, 28 May, 25 June, 27 August, 24 September, 29 October, 26 November

Signed.....

Date.....