

MINUTES OF THE LICHFIELD SCHOOL BOT MEETING HELD ON TUESDAY, 28 NOVEMBER 2023 AT 6.35 PM

Meeting Opened at 6.35 pm

1. **Present & Welcome**

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

2. **Confirming Agenda**

3. **Declaration of Interest**

Nil

4. **Apologies**

5. **Minutes of Previous Meeting**

The minutes of the previous meeting were accepted.

Thomas Scheres/Ida Cloete

6. **Matters Arising**

6.1 Updated policies handed out for handbooks.

6.2 10 YPP to be discussed under 9.1

6.3 Enrolment Zone to be discussed under 9.12

6.4 Cyclical Maintenance Inflation – the Board moved that this be added to the 2024 Budget.

Thomas Scheres/Vanessa Macneil

7. **Correspondence**

7.1 Alan Wilson - Quote to replace weather boards on school house that have borer.

7.2 Habraken Builders - Quote to replace weather boards on school house that have borer.

8. **Receiving of Reports**

8.1 The Financial Report for October 2023 was presented for discussion.

Items of Significance: Staff banking for end of year wash-up will no longer be received.

Jonathan Cole/Ida Cloete

8.2 Karen presented her report for discussion. It was moved that her report be accepted.

Karen Care/Jonathan Cole

The Analysis of Variance (AOV), Assessment Data and Target Students Data were presented for discussion.

9. **Notified Business**

Strategic review

9.1 The Draft Budget for 2024 was presented for discussion, once completed the Draft Budget will be emailed to Board Members for electronic approval.

9.2 The AOV was covered with the Principal's Report.

9.3 Teacher Only Days for 2024 were discussed. 27th May 2024 and 15th November 2024; It was ratified that these dates be accepted.

Thomas Scheres/Vanessa Macneil

Regular Review

9.4 The Curriculum Delivery Policy changes were reviewed and accepted.

Rodney De Vorms/Karen Care

9.5 The Assessment Data was covered with the Principal's Report

9.6 The Te Ara Huarau – School Improvement Framework: Partnership was presented for discussion and self-review.

9.7 The 2024 Annual Aims and Strategic Plan were presented for discussion.

9.8 Reporting to parents was discussed.

Emergent Review

9.9 Teacher Only Days as per 9.3

9.10 Board End of Year Thank You was discussed; the Board moved to accept Vanessa Macneil's Menu for the evening.

Rodney De Vorms/Ida Cloete

9.11 The End of Year Assembly was discussed; it was moved to accept the staff gifts for prizegiving.

Vanessa Macneil/Thomas Scheres

- 9.12 The Enrolment Zone Process was discussed, the closing date for Enrolment Applications for Term 1 2024 is 3pm on the 30th November 2023. We currently have 2 applications for out-of-zone students for Year 1.
- 9.13 The Community Consultation Google Survey Feedback results on the Bible in Schools Programme were discussed.
- 9.14 The Property General Budget was discussed. Three quotes were presented for cleaning of the exterior of the school buildings, the Board moved to accept the quote from Chemwash Quote #4348 for \$3,881.25.

Thomas Scheres/Jonathan Cole

- 9.15 The School House quotes from Alan Wilson and Habraken Builders to replace the weather boards that have borer were presented for discussion, the Board moved to accept the quote to whoever can do the job the soonest.

Vanessa Macneil/Thomas Scheres

- 9.16 The Bike Track Update was discussed.
- 9.17 The old swing set has now been removed with the concrete pillars. Playground Creations are in the process of installing the new swing set.

10. Professional Development

- 10.1 Rodney presented an update from Richard Clarke regarding the two training workshops that took place.

11. In Committee

At 8.40pm, the Presiding Member moved that the Board moves into committee under Section 48 Local Government Information and Public Meetings Act 1987, to discuss a complaint and WREAF Report.

12. Out of Committee

The Presiding Member moved that the Board confirms the business considered in committee.

13. Meeting Closure

Great meeting, welcome to Karen.

The meeting closed at 10.00pm

Future Meeting Dates 2023 (6.30 pm Starts)

Last meeting for 2023

Signed.....

Date..... 20/2/2024