

Minutes of Mokau School BOT Meeting 17 March 2025

Opened: Name: Maree Jones Time: 7:15 pm

Karakia: Irish Blessing for St Patrick's Day, read by Maryann

Present: Maree Jones, Maryann Symonds, Jackie Warren, Emma-Gene Hutchinson, David Easton, Anne Owens

Apologies: Merepaea Rauputu

Conflict of Interest: The board effectively manages actual, potential, and perceived conflicts of interest ensuring the integrity of board decisions and reputation of board members.

Reports

Principal Report

Roll – 25

Strategic Goal: Provide high quality, inclusive learning opportunities

Application for further 3 staff to receive Structured Literacy PLD has been approved.

Cluster schools have made a PLD application to Ministry for provision of learning about the refreshed mathematics curriculum.

Still awaiting information around assessment and reporting tools.

Stepped Attendance Response (the program focused on absences apart from those for sickness or justified) has been set up and caregivers advised. A \$20 incentive draw per term will be introduced to encourage student attendance.

Strategic Goal: To ensure all students have access to learning that reflects Te Tiriti o Waitangi

Kapa Haka time focused on supporting our Ākonga to learn about our local area.

Muiora Barry to visit kura to discuss how Te Nehenehenui can support our kura and school community.

Personnel

Applications for teaching position closed, appointment will be made before 21st March.

Cleaner will be on leave for 6 weeks.

All teachers have current registration and have completed Restraint Module.

Upcoming Events:

Whole School Assemblies – Wednesdays at 2:45pm

- **Parent Interviews** March 19th and 20th
- **School Speeches** 1st April
- **Cluster Speeches** 4th April
- **Last day of term 1** 11th April
- **First Day of Term 2** 28th April
- **Careers and athletics coaching visit to Ruma Tuakana** 28th April

Other Key items from the Principal Report to be discussed in General Business.

Motion: Principal Report taken as read.

Moved: Maryann, seconded Jackie. Passed.

Finance Report

Nothing out of budget.

Motion: Finance Report taken as read.

Moved: Jackie, seconded Maree. Passed.

Property Report

Defect report is in the drive.

Security cameras and alarms still to be completed.

Chimney has been repaired.

Ross has been reminded re new door.

Dishwasher fixed, for now.

Health and Safety Report

Kitchen registration renewed, current until 12 April 2026.

Farm Report

The 4 large stock (R3) have been sold.

Policy Review

- | | |
|--|---|
| 1. Health, Safety and Welfare Policy. (Board) | Read topic, no comments. |
| 2. Healthcare. (Board) | Read topic, no comments. |
| 3. Risk Management. (Board) | Read topic, no comments. |
| 4. Safety Management Systems. (Board) | Read topic, comment: to ensure we have health and safety goals each year. |

Policies below to be reviewed by Board Members at home:

5. **Recording and Reporting Accidents, Injuries, and Illness.**
6. **Worker Engagement, Participation, and Representation.**

GENERAL BUSINESS

School Camp Senior/Juniors

The EOTC Event Proposal, Approval and Intentions Form for the Tainui Schools Cluster Camp in Wellington in September was reviewed by Board Members.

The budgeted estimate is \$7000, but could come in under that amount.

Total number of children from Mokau school will be 15. There will be 3 adult spots, one of these being a male.

Initial approval was given by the board and the approval signed by Maree.

Casual Use Agreement for Te Kura

Correspondence School (Te Tahuhuo o te Matauranga) has requested the use of the Mokau School Library for 2 days per week. This is for 2 accompanied students on days the library is not required by Mokau School.

The agreement was reviewed and discussed by board members.

It was clarified that the agreement would not be to the detriment of the Mokau School students.

A review is to be done in June.

Motion to accept the agreement.

Moved Maree, passed. Maree signed the Board's agreement and acceptance.

Board Work Plan

Updated workplan was distributed.

Last heading on first page should read 'National Educational Priorities'.

Second page, curriculum, 'Gifted and Talented' spelling correction, should read Talented.

Student achievements need to go in.

School Term Finish Time in Winter

After discussion, Board members agreed that Winter class finish time should be 3pm, as per the advice from the teachers. Jackie to put this in the newsletter.

Molly Farrell Donation

Wording was agreed:

"Mokau School acknowledge the generous bequest from Molly Farrell.

With heartfelt appreciation, we celebrate her legacy and dedication to our school community."

Board members agreed that the plaque is to be stainless steel and will go outside on the library wall.

Moved Maree, Carried.

Jackie is to get 2 quotes, 1 from Brandlab and 1 from Speedy Signs.

Earlier Agenda

David asked if the agenda could be provided earlier in future.

Administration:

- Confirmation of February 2025 Minutes.
- Paperwork to sign – Done
- Correspondence – Nil

In Committee: No

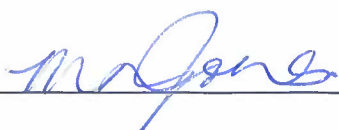
Tasks to be done

- **Jackie** – to get 2 quotes for Molly Farrell plaque
- **Jackie** - to put Winter finish time of 3pm in the newsletter
- **All** – 2 policies to be reviewed by Board Members at home
- **Maree** – updates to board work plan

Meeting Closed at: 8:40 pm

Next meeting: Monday 26 May 2025 at 7:00 pm at the school

MINUTES ARE TRUE AND CORRECT



(Chairperson)