

Minutes of Mokau School BOT Meeting 26th May 2025

Opened: Name: Maree Jones Time: 7:05pm

Karakia: Merepaea

Present: Maree Jones, Maryann Symonds, Jackie Warren, David Easton, Emma-Gene Hutchinson, Merepaea Rauputu.

Absent:

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 – 26

Board Assurance

As per distributed Principal Report.

Strategic Goals:

Provide high quality inclusive learning opportunities

To ensure all students have access to learning that reflects Tiriti o Waitangi

Motion: Principal Report taken as read.

Moved: Maryann, seconded Jackie. Passed.

Finance Report

Banked staffing balance discussed. Currently a slight overspend due to our responsibility to match the Year 0-2 structured literacy support requirement that 0.12FTTE is matched by the Board.

Items of significance in the monthly report discussed. They are not unbudgeted spend but coding error. Amounts are also not significant.

Motion: Finance Report taken as read

Moved Jackie, seconded Maree. Passed.

Property Report

As covered in the Principals report.

School house door is being made and will be installed shortly

Security cameras discussed. The cameras operate at all times but are only recorded outside of school hours currently.

Health and Safety Report

Covered in Principal report.

An incident occurred after the report was sent out. A neighbouring dog rushed a student being dropped off at the front gate. Maryann contacted the Waitomo District Council to report the incident and express concern for the safety of our students. Waitomo District Council will send an officer out to the property to investigate.

Farm Report

There was a small water leak that has now been repaired.

Policy Review

- **Planning and Preparing for Emergencies, Disasters and Crisis.**

Maryann showed the Board the hard copies of the planning and procedures that are in each teaching space and are regularly checked and up to date. The new lockdown alarm was demonstrated to the Board. Maryann will also demonstrate the new alarm to students and staff and make them aware of the procedure should it be activated. Board discussed that more active sharing of our emergency planning and procedures will now take place.

- **Communication during an Emergency, Disaster or Crisis**

Current policy refers to use of students' personal devices. Students do not have personal devices at school. Maryann to contact school docs to see if this can be revised.

- **Emergency Closure**

GENERAL BUSINESS

Drainage outside covered walkway

This has been an issue historically but has been exacerbated by the increased size of the new new downpipes. Jackie to organize for 2 quotes to redirect the water.

Te Nehenehenui Support and Survey

Maryann included the correspondence and copies of the surveys in the Board pack for members to see and be aware of.

Molly Farrell Plaque

Motion Jackie to seek quotes from 2 suppliers and the order the most appropriate plaque.

Moved Maree All in favour.

Bus Route

The bus route has been amended. It will no longer go as far as Awakau Rd due to having less than the required 4 students. It will go as further north as the Fraser Smith Rd stop but it will now also go south of the township to Mohakatino Rd. This will provide a further 8 students with the opportunity to be transported by bus.

Matariki Support

Maryann requested support from the Board to assist with hospitality at the Cluster Matariki celebration at Maniaroa Marae on June the 13th,

Attendance

The Attendance Matter Term 1 report was included in the Board Pack. In response to a Board question, Maryann explained that medical absence was counted in the absence calculations.

Teacher Only Day

Motion That September the 8th of September Mōkau School will have a Teacher only day for classroom staff to attend MOE directed professional development on the Refreshed Maths Curriculum.

Moved Maryann. Seconded David. All in Favour.

Administration:

- Confirmation of 17th March Minutes.
- Paperwork to sign – Done
- Correspondence – Nil

In Committee: No

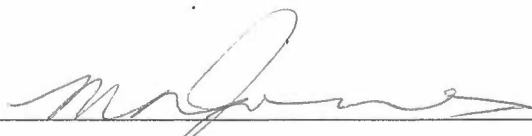
Tasks to be done

- **Jackie** to obtain quotes for and order Molly Farrell Plaque
- **Jackie** to obtain quotes to address drainage outside covered walkway
- **Maryann** to contact school docs regarding cell phone clause in policy
- **Maryann** to inform community about Emergency Planning
- **Maryann** to ensure staff and students become familiar with lockdown alarm and procedures.

Meeting Closed at: 8:40 pm

Next meeting: 16th June 6.30pm Mokau School

MINUTES ARE TRUE AND CORRECT



(Chairperson)