

# MINUTES OF THE LICHFIELD SCHOOL BOT MEETING HELD ON TUESDAY, 29 OCTOBER 2024 AT 6.30 PM

Meeting Opened at 6.30 pm

1. **Present & Welcome**

Karen Care, Jonathan Cole, Rodney De Vorms, Michael Petersen, Shiree Jamieson, Shona Cassels and Thomas Scheres

2. **Confirming Agenda**

Confirmed

3. **Declaration of Interest**

Nil

4. **Apologies**

Vanessa Macneil

5. **Minutes of Previous Meeting**

The minutes of the previous meeting were accepted.

**Jonathan Cole/Rodney De Vorms**

6. **Matters Arising**

6.1 Nil

7. **Correspondence**

7.1 As distributed.

8. **Receiving of Reports**

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

**Jonathan Cole/Thomas Scheres**

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

**Karen Care/Rodney De Vorms**

9. **Notified Business**

**Strategic review**

9.1 The Consultation/Annual Hui between the staff, Board and LSSG was held on 19 October. Good feedback was received. However, the MoU between these groups is yet to be completed.

9.2 The approval of the 2025-2028 Strategic Plan has been deferred to the next meeting.

**Regular Review**

9.3 The SENCo report was presented for discussion.

9.4 ERO school improvement framework – Professional Capability and Collective Efficacy was presented for discussion and self-review.

9.5 The Health Curriculum community feedback was presented for discussion. According to the results, we are meeting expectations.

**Emergent Review**

N/A

**General Business**

9.6 Principal's Well-being Funds – as per the Principal's report.

9.7 The school paddocks are currently being grazed in preparation for the bike track to be marked out. Thomas and Michael can then bring in their diggers to start removing the topsoil.

9.8 The Board moved to adopt the new School Docs Policies and Procedures.

**Rodney De Vorms/Karen Care**

9.9 The cleaners' contracts were discussed. The Board moved that Crest Clean will be employed as our new cleaners, for a twelve-month period. We will advise Basique Cleaning of the decision and also notify them that their contract will end in four weeks' time.

**Rodney De Vorms/Thomas Scheres**

9.10 The End of Year BoT Thank You Function has been set for Wednesday, 11 December. We will look at some options for catering. Invitations will be sent out to all supporting parties.

9.11 Due to all the delays, Karen will contact the MoE regarding a new project manager for our 5YA projects.

9.12 The Board have had two members advise of their resignations from 31 January 2025. They are Jonathan Cole and Vanessa Macneil.

9.13 Term 1 2025 zoning placements were discussed. We have placements available for Year 1 x7, Year 2 x4, Year 3-6 x5.

**Rodney De Vorms/Thomas Scheres**

**10. Professional Development**

10.1 Scenario A2 was presented for discussion and self-review.

**11. In Committee**

At 8.20pm, the Presiding Member moved that the Board moves into committee under Section 48 Local Government Information and Public Meetings Act 1987, to discuss one item.

**12. Out of Committee**

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

**13. Meeting Closure**

Thanks everyone.

The meeting closed at 8.30 pm

**Future Meeting Dates 2024 (6.30 pm Starts)**

26 November

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Signed.....

Date.....26/11/24.....