

MINUTES OF THE LICHFIELD SCHOOL BOT MEETING HELD ON TUESDAY, 24 SEPTEMBER 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 and Shona Cassels

2. **Confirming Agenda**

Confirmed

3. **Declaration of Interest**

Nil

4. **Apologies**

Vanessa Macneil, Thomas Scheres

5. **Minutes of Previous Meeting**

The minutes of the previous meeting were accepted.

Jonathan Cole/Rodney De Vorms

6. **Matters Arising**

6.1 Electronic vote – To continue with the MoE transport extension - Accepted

7. **Correspondence**

7.1 As distributed.

8. **Receiving of Reports**

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

Karen Care/Jonathan Cole

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 has been scheduled for 19 October. An agenda is being prepared for this meeting.

Regular Review

9.2 The CWSN report has been deferred to the next meeting.

9.3 The assessment data for maths as per the Principal's report.

9.4 The Trustees' Code of Behaviour was updated, approved and signed.

Emergent Review

9.5 The ERO School Improvement Framework – Teaching and Learning was presented for discussion and self-review.

General Business

9.6 A meeting is to be arranged between Anton at Sport Waikato and the sub-committee for the bike track.

9.7 The School Docs site is ready to go live once all the checks have been completed. Shiree will re-check the School Docs policies to check they are in accordance with Lichfield School.

9.8 The cleaners' contracts were discussed. Karen will contact Basique Cleaning to have their tender in within the next seven days.

9.9 The LSSG purchasing update, as per correspondence.

9.10 The Pick-Up shelter is complete, with drainage yet to be installed. Plantings and tidying up of the area will be completed after the drainage is finished. The official opening is currently planned for the beginning of Term 4.

9.11 The 2025 school dates have been confirmed. The 2025 year will commence on 3 February and finish on 17 December. There will be two teacher only days, with dates yet to be confirmed.

9.12 The board moved to affirm the progress of Karen Care's career stage from beginning to developing principal.

Jonathan Cole/Michael Petersen

9.13 As per 9.1.

9.14 We have been advised that the 5YA extension project has now expired due to delays by Waikato Schools Property Services. Re-tendering is in progress.

10. **Professional Development**

10.1 Scenario R1 was presented for discussion and self-review.

11. **In Committee**

At 7.55 pm, 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**

Congratulations Karen.

The meeting closed at 8.05 pm

Future Meeting Dates 2024 (6.30 pm Starts)

29 October, 26 November

Signed.....

Date.....29/10/24.....