

MINUTES OF THE LICHFIELD SCHOOL BOT MEETING HELD ON TUESDAY, 27 MAY 2025 AT 6.30 PM

Meeting Opened at 6.35 pm

1. **Present & Welcome**

Karen Care, Jonathan Cole, Shiree Jamieson, Shona Cassels, Thomas Scheres, Vanessa Macneil

2. **Confirming Agenda**

Confirmed

3. **Declaration of Interest**

Nil

4. **Apologies**

Michael Petersen

5. **Minutes of Previous Meeting**

The minutes of the previous meeting were accepted.

Jonathan Cole/Thomas Scheres

6. **Matters Arising**

6.1 Michael Petersen has tendered his resignation from the Board, effective immediately.

6.2 The Board has delegated authority, via electronic vote, to Jon Cole, to deal with Sharyn Flintoft of Waikato Property Services, regarding her final invoicing for the outdoor learning space.

6.3 The Board have discussed co-opting members, due to the current low board numbers. Jon will contact NZSTA regarding our options.

6.4 Jon Cole would like the hall committee to reiterate to hall hirers, not to block any access ways when using the facilities.

7. **Correspondence**

7.1 As distributed.

8. **Receiving of Reports**

8.1 The April 2025 financial report was presented for discussion. It was moved that these reports be accepted.

Karen Care/Vanessa Macneil

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

Karen Care/Jonathan Cole

9. **Notified Business**

Strategic review

9.1 Assessment data for reading, writing and maths was presented for discussion.

Regular Review

9.2 ERO Te ara Huarau School Improvement Framework – Te Tiriti o Waitangi was presented for discussion and self-review.

9.3 NZSTA HR Review deferred until the next meeting.

9.4 Literacy deferred until the next meeting.

9.5 Maori and Pasifika learner focus deferred until the next meeting.

Emergent Review

9.6 Cyclical Maintenance currently due. The full exterior repaint of the school is due. Carus have been in and will be sending a quote through.

Karen is to obtain one more quote.

Board Process Requirements

9.7 The annual report has been signed and will be emailed out to all Board members.

General Business

9.8 School/Road signage was discussed. Shiree will put out a survey to gauge community interest. One suggestion was signage erected on State Highway 1 to make people aware that there is a school in this area.

9.9 5YA progress was updated. The external learning space construction is due to start next week.

10. **Professional Development**

10.1 Scenario A3 was presented for discussion and self-review.

11. **In Committee**

At 8.35pm, the Presiding Member moved that the Board moves into committee under Section 48 Local Government Information and Public Meetings Act 1987, to discuss staff matters.

12. Out of Committee

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


13. Meeting Closure

Very productive meeting.

The meeting closed at 9.25 pm

Future Meeting Dates 2025 (6.30 pm Starts)

17 June, 5 August, 9 September, 28 October, 25 November

Signed.....

Date.....17/6/25.....