

# CONFIRMED PUBLIC MINUTES

## Twizel Area School Board of Trustees Meeting

### 9th March 2023

MINUTES OF TWIZEL AREA SCHOOL BOARD OF TRUSTEES MEETING

HELD MEETING ROOM TWIZEL AREA SCHOOL

ON 9TH MARCH 2023, 5.00PM

**PRESENT:** BRUCE MICHAM, MICHELLE O'CAROLL, BEVAN NEWLANDS, NICOLA GRAHAM, ARIKI PURTON-CURTIS KATE STANIFORD, BELINDA PURCELL, SHARON BLANCHARD, MEL SCHARER

#### APOLOGIES:

#### 1. OPENING AND WELCOME

The meeting opened at 6.20pm with a Karakia

The board moved a motion to give Mel Scharer speaking rights for the Meeting

*Moved NG  
Seconded KS  
Carried*

The board moved a motion to accept the Attendance of the meeting.

*Moved NG  
Seconded KS  
Carried*

#### 1.2 DECLARATIONS OF INTEREST TO BE UPDATED EACH MONTH

REGISTER OF INTERESTS March 2023	
NAME	TRUSTEE INTERESTS
Michele O'Carroll	Husband is a staff member at the school. Mahina Cottage, Sister works at solutions 7 services

Bevan Newlands	Occasional reliever at the school. Chairman Twizel, Sports Development Board.
Kate Staniford	Husband is a staff member of the school.
Bruce Mincham	Committee Mackenzie District Council, Treasurer Twizel Volunteer fire service, Treasurer Aoraki Mackenzie dark sky reserve.
Nicola Graham	Nil
Sharon Blanchard	Daughter works at the school. Owner Sweet Moos
Belinda Purcell	Attendance Advisor Twizel Area School.
Ariki Purton- Curtis	Student representative.

## 2. MINUTES OF PREVIOUS MEETINGS

<p><b>The Chair approved</b> the minutes of 22nd February 2022 previous meeting</p> <p style="text-align: right;"><i>Carried</i></p>
<p><b>The Chair approved</b> the minutes of previous 22nd February public excluded meeting</p> <p style="text-align: right;"><i>Carried</i></p>

## 3. MATTERS ARISING FROM THE MINUTES (NOT ALREADY ON THE AGENDA):

### 4. CORRESPONDENCE

Inwards: Sport Letter

Outwards :

Conflict of Interest Chelsea Secretary as this is her request.

The board deferred the hoodie to another time.

<p><b>The Board moved a motion</b> to defer the hoodie to another time.</p> <p style="text-align: right;"><i>Moved NG</i> <i>Seconded SB</i> <i>Carried</i></p>
---

<p><b>The Board resolved</b> to receive the correspondence.</p> <p style="text-align: right;"><i>Moved APC</i> <i>Seconded BP</i></p>
---

*Carried*

## 5. PRINCIPALS REPORT

**The Chair moved a motion** to That the Board accepts the school docs updates to the Physical Restraint Policy and acknowledges future updates with upcoming legislation changes

*Moved APC  
Seconded BP  
Carried*

**The Chair moved a motion** That the Board write to the group who use/own the blue container on school property and ask for removal prior to fence construction.

*Carried*

**The Board moved a motion** That the Board continue to reimburse staff members for their flu vaccinations and fund second covid boosters when they become available for those who have to pay.

*Moved BM  
Seconded BP  
Carried*

**The Board moved** to receive the Principal's Report.

*Moved SB  
Seconded MO  
Carried*

## 6. Finance

Spokesperson for the finance committee spoke to his report.

**The Board authorises** the chair and Principal to sign the Statement of Responsibility for the 2022 Annual Accounts on the Boards Behalf when confirmation is received that the audit has been completed.

*Moved BM  
Seconded NG  
Carried*

**The Board approves** the 2022 budgeted Statement of Financial Position and 2022 budgeted Statement of Cash Flows, which are both derived from the Boards Approved 2022 operating and capital budget.

*Moved BM  
Seconded SB  
Carried*

**The Board approves** the inclusion of a budget for the Ministry paid teacher salaries in the 2022 Statement of Comprehensive income. The budget shall equal to the actual teacher salary costs for the 2022 year and will include an income amount and an equivalent expenditure budget.

*Moved BM  
Seconded BP  
Carried*

**The Board approves** the inclusion of a budget for the use of land buildings equal to the Ministry of Education estimate of notional lease cost for 2022. The figure will include an income amount and an equivalent expenditure budget.

*Moved BM  
Seconded SB  
Carried*

**The Board moved** to receive the Financial report.

*Moved SB  
Seconded NG  
Carried*

**7. HEALTH & SAFETY REPORT**

**The Board moved** to accept the health and safety report as read .

*Moved SB  
Seconded MO  
Carried*

**9. GENERAL BUSINESS**

## BOARD CODE OF CONDUCT

**The Chair** a motion to accept the code of conduct that has been aligned to our code of conduct.

*Carried*

## MOE ATTENDANCE REPORT

**The Chair** a motion to accept the MOE attendance report.

*Moved SB  
Seconded MO  
Carried*

## PRINCIPAL APPRAISAL

**BN shared with the board he has met with principal appraisal and this has been completed**

**The process has been followed**

**Principals will now have a professional growth cycle,**

## HAUTU

Belinda spoke about KA Hikitia . She handed board members a document to read and ask they return to the next board meeting having thought about measures for learners and their Whanau. And how it could be incorporated into our day to day life.

**- PUBLIC EXCLUDED**

**The Chairperson moved to Public Excluded at 7.24pm.**

*Carried*

**The Chairperson moved out of Public Excluded at 8.02 pm.**

***Moved BN  
Seconded NG  
Carried***

NEXT MEETING May 11th 2023

Meeting closed with Karakia at 8.04

Confirmed as a true and correct record of the meeting.

Bevan Newlands



Date:

17/5/23