

Twizel Area School Board of Trustees
Minutes of Meeting
8th August 2024
Twizel Area School Meeting Room
4.30pm

In attendance: K.Staniford, B.Mincham, M.O'Carroll, S.Blanchard. N. Graham, A Bacchus, S.Scarlett

Apologies: B.Purcell

Meeting opened at: 4.31pm

Karakia: All members participated in Karakia

Item 1. Welcome

Welcome back to Michele who has been away.

S.B. would like to acknowledge the past election run by the returning officer and would like to welcome Anna Bacchus and Simon Scarlett to the board as parent representatives.

S.B. gave Anna and Simon a document to look over which explains their board roles in more depth.

S.B. shared that B.P. will be stepping down from the board and we will be expecting her resignation.

Simon introduced himself, Simon has been in Twizel for 5 years and grew up in Fairlie. Simon owns a building business in Twizel.

Anna introduced herself, Anna has been in Twizel for 10 Years and is the owner of Lakestone lodge.

S.B. asked the board members to introduce themselves.

Item 2. Confirmation of Agenda

Motion by S.B to amend the Agenda to add conflict of Interest date.

All in Favour Motion passed.

M.O. disclosed her husband no longer works at the school.

A.B was added and disclosed she is the treasurer for Netball club, owner of Lakestone Lodge
S.S was added and disclosed he is the treasurer of Rugby club and is the owner of Fraemohs homes.

B.M. added he works with St John.

Motion by PM to approve Agenda of meeting held 8 August.

All in Favour Motion passed.

Item 3. Minutes.

Minutes were amended as some points were missing.

Motion by PM to approve the edited minutes of meeting at circulated and read held 13 June 2024

Seconded B.M . All in favour. Motion passed.

Item 4. Correspondence

Term 2 Attendance Report

Motion by PM to acknowledge the correspondence accepted and read.

Seconded N.G. All in favour. Motion passed.

Item 5. Principal's Report

Policies

Motion. K.S. motion for the Board to accept the Term 2 Policies as part of the review cycle and approves their continued use with no changes.

Seconded: S.B. All in favour. Motion passed.

Donations Scheme

Motion. K.S. motion that the Board opts into the Donations Scheme for 2025..

Seconded: B.M All in favour. Motion passed.

Kupu Maori

Discussion around the table is that members of the board would like to acknowledge the English and Maori words side by side and believe this would help facilitate learning.

The board directs K.S. to follow up with the teachers and school community about the integration of Kupu Maori words.

Policy Feedback

Motion. K.S. motion That the Board appoints a sub-committee to incorporate their statement in the Governance Policy Document. Once updated, the new PDF is sent to Schooldocs to be published in our Governance Policy area.

Seconded: S.B.. All in favour. Motion passed.

Motion. S.B. motion that the School docs review sub committee will be made up of one staff member and two board members the sub committee will be K.S N.G S.S.

Seconded: B.M All in favour. Motion passed.

Note : S.B Amended the agenda at this time, information found under Item 2.

EOTC Policy

Feedback regarding the Van charges and usage. The school uses MOE guidelines for van usage.

K.S. will draft a response for S.B. to adapt.

Student Rep Election

Motion. K.S. motion That the Board appoints Hanna DeVries as the returning officer for the 2024 Student Representative Election.

Seconded: N.G. All in favour. Motion passed.

Motion: That the Principal assures the Board the school has complied with legislation for Parent Reporting and Roll Returns in 2023-2024

Motion: S.B. motion to accept principals' reports as read and shared. Seconded M.O.. All in favour. Motion passed.

Item 6. Policy Reminder

- 6.A.1. Concerns and Complaints
- 6.A.2. Performance Management
- 6.A.3. Protected Disclosure

Item 7. Finance

B.M spoke to his report.

The auditor has asked that the board approve the journals. B.M. and K.S. sign these off. Still ongoing 3rd party issue in regards to holding funds.

Snowclub has been somewhat resolved and S.B, is working with home and School.

Motion: BM That the Board has read and received the July accounts for 2024.

Seconded: K.S.. All in favour. Motion passed.

Item 8. Health & Safety Report.

K.S. explained that the school ran two evacuations this last term 1 was not fast enough so this was repeated a separate time.

Item 9. Public Excluded

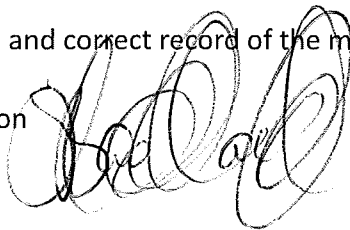
Meeting ended at 5.31pm

Secretary left the room. Moved into in-committee meeting at 5:32

Confirmed as a true and correct record of the meeting.

Sharon Blanchard

Presiding Chairperson

A handwritten signature in black ink, appearing to be 'Sharon Blanchard', written in a cursive style.

Date: 24/09/24