



**TIRIMOANA SCHOOL**  
**MINUTES OF THE BOARD MEETING**  
**HELD ON 25<sup>th</sup> SEPTEMBER 2024 at 6.36pm**

**PRESENT:** Matthew Britton, Peter Kaiser, Louise Graham, Anna Lemalu, Kim Dolman, Leeza Kendall, Aleem Shah, Shirley Wensor, Ben Wood (by zoom)  
**APOLOGIES:** Nil  
**VISITORS:** Carol Stoney (by zoom), Dale Hammond

Visitors welcomed and given speaking rights.

The meeting commenced with Carol Stoney from the Education Review Office. Carol joined the meeting by zoom along with board member Ben Wood.

Carol informed the board that her 3 days onsite gave her an insight into the work done at Tirimoana and how she appreciated talking with the senior leadership team, teachers, learners and all this gave her a better understanding of the running of Tirimoana School. Carol explained the process of the review to the board and spoke on the findings, framework, success and wellbeing of learners. The overall report will include outcomes of the previous ERO report, school improvement framework and elaborating on the next steps the school will take. A draft report will be prepared, checked at ERO then an unconfirmed report will be sent to school, which will have 10 days to reply. The report is confirmed and published.

Carol left the zoom at 6.49pm.

The meeting went into a break and resumed at 7.20 pm.  
Ben Wood joined the meeting at this time in person.

**KARAKIA:** Ben Wood  
**DECLARATION OF INTEREST (Potential Conflict/Pecuniary):** Nil

**MINUTES:** The minutes of the meeting held on 21<sup>st</sup> August 2024 were read and approved. Shah/Lemalu  
**MATTERS ARISING:** Nil

**CORRESPONDENCE:** Inwards/Outwards. Received and accepted.  
Tabled correspondence - Inwards: Nil  
- Outwards was received and accepted

**MATTERS ARISING:**

- Correspondence is ongoing with Elgas relating to the expired gas bottles.
- Exit form from a teacher was discussed and a reminder to the Board to be visible around school.
- Quotes received for the proposed new junior playground, Dale shared the power point which the board discussed.  
The board delegated to Peter to progress on the investigation of submitting the quotes to The Trusts Community Foundation allowing up to \$190K for the project.

Britton/Lemalu

**CURRICULUM REPORTS:** - Pasifika Deep Dive was collated by Dale and Louise, presented by Dale and discussed.

**PRESIDING MEMBER REPORT:** No monthly report.

**PRINCIPAL REPORT:** Presented by Peter.

**FINANCIAL REPORT:** A report from Kim was received and explained.  
The Board moved the expenditure for August of \$ 521,979.02 Capital Expenditure  
\$177.94  
Dolman/Shah

PROPERTY: Verbal report from Ben Wood.  
HR EMPLOYMENT: Report received. The Board moved the staff member listed in the report progress to the next salary step. Shah/Kaiser  
HEALTH & SAFETY: Presented by Julie Matthews.  
ATTENDANCE REPORT: Dale Hammond presented attendance report.  
EOTC: The list of RAMS for trips presented.  
ENVIRO: No Report  
KAHUI AKO: No Report

POLICIES: New Policy – Nil  
September policies due for review

Policies ratified with changes.

No. 9 Cellphone  
No. 26 International fee-paying Learners  
No. 27 International fee-paying Learners fees refund  
No. 28 International fee-paying Learners annual review

The above policies ratified

No. 31 Monitoring Learners Attendance and Absences  
No. 52 Group International fee-paying Learners

The above two policies ratified with changes

Graham/Lemalu

Deferred Policies

No. 20 Use of Grounds by other organisations, contract & application for use of School buildings/grounds-outside school hours – Board to review

No. 44 Child Protection – Board to review

Curr-01 English

Curr-02 Maths

Curr-03 Science

Curr-04 Technology

Curr-05 Social Sciences

Curr-06 The Arts

Curr-07 Health & PE

Curr-08 Reading Recovery

Curr-09 Māori

Curr-11 ICT & Cybersafe

The transfer to Google Docs was discussed and the process is due to start in Term 4 for 2025.

GENERAL BUSINESS:

International Student Report: presented by Dale.

Pasifika Consultation: feedback shared with the board.

Term Dates 2025: 2x Teacher only days to be confirmed in 2025. Parents to be advised in term notice.

The Board moved the proposed term dates for 2025.

Kaiser/Lemalu

Consultation Process: Ideas from the board to be included at the next meeting

ERO: An unconfirmed report should be received by mid-October with the ERO visit outcomes.

Visitors left the meeting at 9.02pm.

The Board moved “into Committee” at 9.02pm.

The Board moved “out of Committee” at 9.25pm.

Meeting closed at 9.25pm

Next meeting: 23<sup>rd</sup> October 2024

Presiding Member: \_\_\_\_\_ Date: \_\_\_\_\_