

Strath Taieri School Board Meeting – 31 Oct 2022

7.00pm

CONFIRMED MINUTES OF MEETING

Present: Jim, Bevan, Lisa, Alice, Amber, Charlotte, William.

No Visitors

Conflicts of interest: Nil

PRINCIPAL'S REPORT

Attached.

Charlotte queried Hero functionality for student data. Jim said it was a big undertaking to get it uploaded and 100% correct. Potential for further tech support from Hero in 2023 to get this done.

*Principal's Report is accepted –
moved Alice,
2nd: Willy*

SCHOOL DOCS POLICY REVIEW

- *Health and safety and welfare*
- *Community code of conduct*
- *Alcohol, drugs and other harmful substances*
- *Swimming off-site*

Board approved the policies as per schooldocs review timeline.

Moved: Alice

2nd: Amber

FINANCE

Charlotte presented the Finance Report. Attached.

- PTA have transferred Lip Sync fundraiser funds. Charlotte to investigate interest rates for a six-month term deposit option. Or transfer funds into a Simple Saver account (currently account 026 is unused) **ACTION**
- Merino jersey payments still owing \$240. Printed invoices have been sent out to families which will hopefully tidy this up.

Change of signatories

Motion that Bevan and Lisa to become account signatories with full administration rights.

Lisa to become Mastercard card holder with account limit \$2000. Board agreed to increase total credit card limit to \$3000.

Alice Scott and Stacey Atkinson to be removed as signatories.

ACTION

Moved: Amber

2nd: Charlotte

Subscriptions:

Lisa and Jim to review school subscriptions. Are they all still being used and fit for purpose? **ACTION**

LSC/Admin block upgrade

Solutions and services queried the overspend of \$26K for this project.

Logic Group project manager response:

“The Ministry will release the final amount when we release the contingency at the end of the defects period which will be at the end of January 2023.”

Bevan discussed that it was more appropriate that Charlotte in her capacity as finance delegate to sign off all financial documentation such as invoices/credit card receipts and SUE reports as she was more savvy to the incomings and outgoings. Bevan moved a motion that Charlotte be the board delegate to sign off on financial documentation.

Moved: Alice

2nd: Amber

Jim to check with NZSTA that a trustee and not the chairperson could sign off SUE reports. **ACTION**

Copier contract.

Charlotte has written a letter to Ricoh to request that they allow an early termination of our contract without any break fees as there is reason to believe they have breached their obligations by not supplying a classroom printer for more than 2 years. Board approved of the letter. Will be formally issued to Ricoh with a 20-day response timeframe. **ACTION**

Finance report moved by: Willy

Seconded: Lisa

PROPERTY

Playground

Playground auditor David Natta is meeting with Charlotte and Lisa to assess existing playground facilities. Will update board at next meeting on outcome. **ACTION**

5YA Works

Initial Design scope from The Design Studio

Board feedback:

- > Classrooms: can we close out the trusses?
- > Autex on walls - can this be wool fibre?
- > Toilet blocks - rm 2 isn't a priority?
- > Carpet tiles - not wanted in foyers - vinyl instead.
- > Scale of finishing in bathrooms? Tiles or paint?
- > Can we give the foyer a refresh paint job on the walls?
- > Joinery around existing sinks and benches in classrooms. Will this be replaced?
- > What is the existing joinery that is in classroom 1 that will be matched by classroom 2
- > Bike shed - is this an absolute must? Again, we don't want to take \$\$ away from classroom work to do this job? Can we classify the building as historic and find other funding sources? Or can the board opt to fix the shed up with own funds?

Jim and Lisa were to be having a Zoom meeting with PM on Tuesday 1 Nov. Will update board with meeting feedback. **ACTION**

Community Swimming Pool

Jim made a motion that the school writes a ground lease for the community swimming pool.

Moved: Bevan

2nd: Willy

Mini van

MCI has advised that the van is tentatively booked to be fixed by Palmerston Panel and Paint in the summer holidays. Alice to double check this. **ACTION**

Uniforms

Discussion on polo tops. Charlotte to get a royal blue polo and swandri polo embroidered with school logo for consideration. School will pay for this.

PREVIOUS MINUTES AUGUST 9 2022:

Motion that they are a true and correct record.

Moved: Amber

2nd: Alice

INWARD CORRESPONDENCE:

MOE bulletins

NZSTA news

NEXT MEETING DATE:

21 November 7pm

Meeting closed 9.00pm

Signed

Date