

"Hooked on learning"



Taupō Primary School

Taupō Primary School Board of Trustees
Middle of Term 2, 2025

Minutes

Monday 26 May 2025

Ko te ako te maneatanga
Hooked on Learning

Opening Karakia
Me inoa tato..


Karakia

Spoken by Ngātoroirangi on his arrival to Taupō

Ka ū, ka ū,
Ka ū ki matānuku,
Ka ū, Ka ū,
Ka ū ki matārangi,
Ka ū Ka ū ki tenei whenua, hei whenua
Māu e kai i te manawa o tauhou!
Tū ana

I arrive where an unknown earth
is under my feet.
I arrive where a new sky is above
me.
I arrive at this land.
A resting place for me.
Oh, Spirit of the earth. The
stranger humbly offers his heart
as food for thee.

| Administration | Responsible / Moved |
|--|---------------------|
| Location: Staffroom Present: Robyn, Zac, Ben, Jordan Zoom: Apologies: Mel, Kirsty Late arrivals: Sindre 6:10pm Welcome to Manuhiri (Guests): Speaking rights: Board advisor - Jo Dundas (not voting rights) Quorum: Minutes: Zac & Robyn Declaration of interests: Nil Additions to Agenda - | PM |
| Background Documents | |
| Code of Conduct & Board Handbook Risk Matrix Work plan Board Contact Register If you do a course online or training please add this PLD to this document. | PM |
| Administration | |

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| <p>Waiata Practice https://www.youtube.com/watch?v=gMix6h4R6Ps</p> <p><u>Lyrics -</u></p> <p>He Honore He Honore he kororia Maungarongo ki te whenua Whakaaro pai e Ki nga tangata katoa Ake ake ake ake Amine Te Atua te piringa Toku oranga (x2) Te Atua te piringa Toku oranga</p>  <p>Minutes - April Meeting Approval of 28th April 2025 Meeting Minutes</p> <p>Moved that the minutes of 28th April 2025 meeting are true and correct- <i>Moved by: Jordan Seconded by: Robyn</i></p> | |
| Actions From Previous Minutes: | |
| 1 - Principal / Senior Leaders Report (PMR) / Student Achievement | |
| <p>Leaders Report Attached Fire discussed</p> | Zac |
| Recommendations/ Actions: | |
| 2 - Strategic Planning, Reporting, Self Review and Policies. | |
| <p>Policy Review Planning and Preparing for Emergencies, Disasters, and Crises Communication During an Emergency, Disaster, or Crisis Emergency Closure</p> <p>Policy Assurances Safety Checking and Police Vetting Teacher Registration and Certification Performance Management Appointment Procedure, Staff Conduct and Professional Development Equal Employment Opportunities Child Protection and Abuse Recognition and Reporting Curriculum and Student Achievement Policy Cellphones and Other Personal Digital Devices</p> <p>ERO discussion Timeline for visit. BAS</p> | PM |
| Recommendations/ Actions: | |
| 3 - Personnel / Employment | |

3.1 Notification of Principal Collective Agreement

The current collective agreement for the Principal has come to the end of its term, a new agreement has yet to be negotiated. This means the Principal is now working under the terms of an Individual Employment agreement (under the same conditions as the most current Principals collective agreement).

3.2 Study Leave Application

A teacher has been accepted to participate in a Te Reo course for 2026.
She is seeking endorsement from the BOT to apply for a study grant / scholarship.

We endorse the application for the scholarship / grant to support the te reo study.

Recommendations/ Actions:

4 - Property / Asset Management / Finance

4.1 - Finance

| | |
|--------|--|
| Kirsty | |
|--------|--|

4.11 Finance Summary Report: [March](#), [April](#)

March Finance report attached to be ratified.

March Report with accounts paid of \$49,351.18

Moved by Ben Seconded by Sindre

April Finance report attached to be ratified.

April Report with accounts paid of \$208,814.34

Moved by Ben Seconded by Sindre

Kirsty

4.12 2024 Annual Audited Accounts (Prepared by Owen McLeod) Tabled

Audit Letter To BoT

Audited Accounts

Audit Management Report

To be uploaded to the website once tabled.

Congrats and thanks to Michelle for her work on our audited accounts.

4.2 - Property

4.20 Fence Upgrade

4.21 Vision Impaired Upgrade

4.22 C block Upgrade

4.23 Playground

As per report.

Question about the top of the playground being open.

Recommendations/ Actions:

5 - School Climate & Environment (Including Health & Safety)

5.1 Health and Safety

Summary Report (Link)

Statistics (Link)

Recommendations / Actions:

6 - Compliance / Legal

| | |
|---|--|
| <u>Building WoF</u> As per leaders report <u>Electrical Compliance</u> As per leaders report | |
| Recommendations/ Actions/ Motions: | |

| | |
|--|-------------|
| Agenda or Deferred Items for Next Meeting Mihi Whakatau date: 5th June ERO Preparation | Chair |
| Sub Committees / Working Groups with delegations and Details. Ben, Sindre, Zac - C block upgrade | |
| BOT work hours Kirsty: ?? hours Robyn: 4 hours Ben: 4 hours Sindre: 2.5 hours Jordan: 2 hours Mel: hours | Minutes Sec |
| | Chair |
| Date of next meeting/s: 2025 Meeting Schedule 17th Feb - Working Meeting - Strat Planning 3rd March - Week 5 7 April Week 10 26 May Week 5 23 June Week 9 (moved to week 1 Term 3, July 14, Focus on Data) 11 August Week 5 15 September Week 10 3 November Week 5 15 December Week 10/11 - with DATA?????? | Chair |

Karakia Whakamutunga (End)

*Kua mutu a mātou mahi
Mō tēnei wā
Manaakitia mai mātou
Ō mātou hoa
Ō mātou whānau
Āio ki te aorangi*



*Our work has finished
for the moment
Care be upon us all
Our colleagues
Our families
Peace to the universe*

Meeting closed: 6;.50pm