

BoT Minutes February 17th 2020 @ 6pm - 8.15pm

1. Administration

1. Roll call
 1. Present: Eve, Jo, Jackie, Elaine, Gary (arrived at 7pm)
 2. Apologies: Robert, Matt
2. Declaration of interests
 1. N/A
3. Confirmation of [previous minutes](#): December 2019, January 2020
December minutes have been approved but need review. Reviewed and accepted with changes.
January 2020 accepted with changes.
4. Correspondence
 - NZSTA Education Gazette
 - NZSTA re NZSTA President and NZSTA Board election

2. Discussions & Decisions

1. Enrollment update
 1. Unfortunately none of the visiting whanau have decided to enroll at Timatanga, and 1 student has left the school, which leaves us with 4 spaces to fill to bring our roll up to 26 before the March roll return.
 2. Jackie and Eve present current school needs and the waiting list
 3. BOT strategizes re. maintaining roll numbers
 4. BOT approves Eve to contact the next children as per the school enrollment scheme
2. Staff Hiring
 1. Te Reo teacher needs to be hired, but not until T2.
3. Set Milestones for Music Room
 1. Feedback from Grants person has made it clear that there are no grants available to us for a music room.
 2. Jackie presents financial surplus as of Dec 2019. Could part of this be spent on the music room? Part of these funds have been allocated elsewhere and would not be used for the music room (e.g. playground).
 3. Our financial position needs to be checked with David (Leading Edge). Jackie will report back next meeting confirming this.
 4. BOT would prefer to wait until after roll return, ensuring that we have a roll of 26 before spending on a music room. Eve to report back re roll return.
 5. Parent consultation - given that the anticipated grant is not available, and that it is a significant investment, Parents are to be consulted if they are in support of the music room being funded from our surplus, as per Parent body request. Parent reps to report back to BOT.
 6. Next meeting BOT will decide whether or not to go ahead with the purchase of a transportable Music Room from our surplus.
4. Charter Update: 2020 Charter Draft
 1. Parents have been consulted on the 2020 Charter Draft and feedback has been taken in and added to the document.
 2. Barbara notes the importance of local resources - this is not a charter target but it is something to be mindful of.
 3. BOT accepts the 2020 Charter Draft as our operating document going forward. All agree. Charter is ratified for 2020.

4. Ongoing Monitoring
 1. Property maintenance
 1. Trench has been handled thanks to Fay and Proprietors. Thank you Proprietors.
 2. Barn Deck - It is unsafe. Eve asked Proprietors reps how BOT can help to get this mended. Letter to be written from BOT. Matt to write (Eve to support)
 3. Long grass - this is an issue and Proprietors are aware of it - this is due to be managed at the next Proprietors meeting (BOT to include request for orchard to be mown in letter to Proprietors (above).
 2. Principal's report
 1. Music room - update. See music room above.
3. Proprietors report
 1. School attendance Dues - as these have already been submitted to parents in writing BOT cannot change this. If the Proprietors wish to make any changes they ought to contact the Policy 1 auditors as advice as to how.
 2. Kitchen and shelving meeting with Eve has not happened yet. Eve and Fay have arranged to make time for this.
 3. Stove is unsafe but this upgrade will be part of the kitchen upgrade.
 4. Eve to enter Proprietors meeting dates into the School Calendar.
4. Parent meeting report
 1. Charter consultation.

5. Meeting Closure
 1. Identify agenda items for next meeting & confirm date
 1. Decision about Music Room
 2. Updated decision re Kitchen and shelves
 3. Curriculum implementation tables
 4. Eve: to report on Roll return and roll funding
 5. School camp report
 2. Comments on meeting procedures and outcomes