



ST THOMAS'S
SCHOOL

**Minutes of Meeting held in the Staff Room
On Tuesday 21 March 2023**

1. **Present:** Claire Fromow, Georgia Houlker, Nick Chapman, Annika Lim and Megan Wheeler
2. **Open & Welcome** Meeting opened at 6.34pm.
3. **Apologies** Alistair Monk
4. **Guests** Charlotte Jackson, Ashleigh Davis, Nicky King, Janet Rothery, Sally Clothier, Connie McAdam and Carolyn Agoston
5. **Team target presentations:** Year level leaders - year level team targets presented.
6. **Declare interests** None
7. **Previous Minutes**
The Board resolved that the minutes from the meeting held on 21 February 2023 are a true and accurate record.

C Fromow/M Wheeler

8. **Correspondence**
NZEI notice of strike action.

9. **Action List**
Looking at options for shelter in front of school – Done
Get canopy quotes for basketball court –
Te Tiriti o Waitangi policy to be reworded – Done.
Some Board members still to sign printed copy of Trustee Code of Behaviour policy in school office over coming weeks.

10. **Financial Report**
Monthly financial report – February 2023 - Tabled
2022 draft annual accounts – Tabled – approved to provide to auditors.
Audit 2023 planning letter – Auditors coming in on 10 May – Noted

Staffing allocation payment, coming in from the Ministry, has been delayed.

C Fromow/N Chapman

11. **Principal's Report**
Roll update – Out of zone ballot went well. 39 places offered. Confirmations are coming in.

Staffing update – Counsellor has resigned, Replacement has been appointed.

Sick bay report – 2 incidents requiring further medical attention.

Self-sustaining vegetable garden plans – planter building by Selwyn college students underway. Quotes came in for fences.

Leak under concrete in junior area (between J2 and lost property room) to be invasively investigated during term break.

Ministry came in to look at electrical problems and will come in to undertake clamp monitoring in a number of locations on the school's electrical infrastructure, with a focus on the sub-mains as part of the next step in resolving our ongoing power outage issues.

80% of parents attended the meet the teacher day.

Year 1 staff have been awarded their BSLA badges (qualification). Year 2 staff continuing with study towards theirs.

Student Led Learning Conferences in Week 10 of term 1.

Traffic safety has improved – still need to keep working on this.

Deadwood to be removed from 2 trees during term break.

NZEI teacher strike – 16 March – 11 classroom teachers participated in the strike action. Most classes in the school continued with the normal teaching and learning programme. No extra relievers were required to cover classes.

Study grant advertised to staff. So far, one application received. Applications close Friday 31 March.

Annual plan update.

G Houlker / Annika Lim

12. Key Issues:

Term 1 eAsTTle comparative data discussed. Wifi in M Block was down for part of the time that the testing was on. This may have affected results in Y4 & Y5, but will monitor this closely and reassess in Term 3.

C Fromow

13. PTA

Minutes as read.

14. General Business

School uniforms

Argyle tops are hard to get on and off, over heads. The neck ribbing doesn't stretch. Helen to discuss with Argyle Schoolwear.

Quotes for basketball court canopy were discussed. What is the overall vision? Discussed putting foundations in first. Agreed with this in principle, pending final quote.

Quotes for front shelter discussed.

Roll this topic over and discuss at next meeting.

The meeting closed at 8.15 p.m.

Next meeting: Tuesday 16 May 2023 6.30pm

Signed: *GAoulker*
Georgia Houlker
Chair

Date: *15/5/23*