

**TITAHI BAY SCHOOL BOARD OF TRUSTEES**  
**Minutes of the Board of Trustees meeting held on**  
**Monday 7 December 2020 5.45pm**  
**At Titahi Bay School**

## **ADMINISTRATION**

### **1.1 Present**

Sarah Campbell, Jodene Gooch ( Minute Secretary),Duncan Emo, Sharon Thompson ( Staff rep), Vanepale Sopoaga, Ria Tomoana, Kerry Delaney, Abby Keplar.

### **1.2 Apologies**

Gaby Wesley - Smith, Anna McGavin

### **1.3 Declaration of interests**

Nil

### **1.4 Welcome**

Sarah welcomed Jamie Merrick.

## **2. STRATEGIC DISCUSSIONS**

### **2.1 End of Year Data**

Jamie shared the 2020 End of Year data and overall these made for good reading . Some results were lower comparative to other years but this was expected due to COVID-19 and its impact on attendance.

Reading at expected curriculum level by end of year 90%

Writing at expected curriculum level by end of year 85%.

Maths at expected curriculum level by end of year 83%.

The board acknowledged the hard work put in by all teachers and support staff to support the progress of all students especially in such a difficult year.

### **2.2 Targets for 2021**

Target students for 2021 will be discussed early next year and support programmes will be put in place .

### **2.3 Farewell to BoT members**

Kerry thanked Ria Tomoana and Vanepale Sopoaga for all their work and time on our Board.

### **3. STRATEGIC DECISIONS**

#### **3.1 School lunches 2021**

School lunches start in Term 2 2021. These will be delivered to school by an out-sourced provider yet to be confirmed. More information will be shared in 2021.

#### **3.2 Health and Safety - Driveway**

Tenga Pickering will be in over the Christmas Holidays 2020-2021 to do the repair work on the school driveway.

#### **3.3 Abby Keplar - Fire Security System**

Abby shared the progress on this system. Alliance is providing 3 outdoor sirens but it has been recommended that we need a fourth to ensure that the whole school is covered.

**Kerry moved** that the Board agree to the purchase of a fourth siren , **seconded by Duncan Emo. Motion was passed.**

### **4. MONITORING**

#### **4.1 Finances Oct/Nov**

**Kerry moved** that the Board pass the **October/November accounts, seconded by Sarah Campbell. Motion was passed.**

#### **6.1 Confirmation of last minutes**

**On the motion of Sarah Campbell, seconded by Duncan Emo** , it was resolved that the minutes of the meeting held on **Monday 9 November 2020**, be taken as read and signed as a true and accurate record of that meeting.

#### **6.2 PRINCIPAL REPORT**

Kerry shared and discussed her report.

### **7. Meeting closed at 7pm**

**MINUTES READ AND CONFIRMED**

**CHAIRPERSON** *Forest Campbell*

**DATE** *11/12/20* .....