

BOT Update: Headlines from the December 2018 Meeting

A full copy of the minutes of this meeting are available from the Main Office.

This was our 8th and final meeting for the school year. It is the time of the year, being the end of Term 4, where we review 2018 and prepare the budget for 2019.

While this meeting is normally at the end of November, due to my unavailability at that time we moved to the first week of December. This worked well as it gave the school management team a little more time to consider budget requirements for 2019. Our main items of focus this month were the Annual Plan review, the Charter review, the 2019 Budget along with our usual items. The summary is:

- We started the evening working our way through the 2018 Annual Plan. This is the 2nd review that we do, the first one halfway, to see how we got on meeting the targets we set ourselves back in February. As usual the management and teaching team did a pretty good job meeting most of the targets set. We did however note that there were a couple of areas that needed more attention when we draft our 2019 Annual Plan early next year.
- We then had a look at our Charter. This is a document that the school needs to review regularly by way of an internal and/or an external review and is generally set over a rolling 3-year period. We agreed that it was a good time for the BOT to include an external review as part of our Review process. Tracy Findlay has agreed to spearhead this process for the BOT during the early part of the 2019 year. I encourage those who are contacted as part of this process to assist us with this review as we (the BOT, and school) are only as good as the direction that YOU, our stakeholders give us.
- As part of our usual review of the monthly Financial accounts we considered how we have tracked for this year. This lead nicely into our Budgeting discussion for 2019. According to MOE guidance it is good management for the school to have cash reserves proportionate to our funding to protect the school in the event of any adverse events. This would be, for example, a significant reduction of pupil numbers, or a need for relieving teachers, again due to a significant event, that would utilise far more than we are allocated by the MOE. With the way our 2018 accounts are looking we believe that we have enough reserves in place to provide the said safety net, so we approached the 2019 budget with the intention to run a small deficit to have an opportunity to spend in some areas that we are usually conservative in. The premise is that the spending still needs to provide a benefit to the school community and not be spending just for the sake of spending.
- The usual, Health and Safety Report, Property Report, correspondence and last meeting's minutes were tabled and discussed where necessary.
- We also ratified the biennial election of our, non-BOT, Rogers Charitable Trust (Community Rep) Trustees – Noldy Rust and Jo Sheridan.
- With the Trustee elections next year, we also set a date and elected Liz Parsons as our Returning Officer. This is another major event happening during 2019 that the school benefits from when many of our stakeholders are involved.

- Tony provided us with a verbal report this month which requires special mention as a follow on from the October meeting. I cannot stress enough the effort that Tony and his team are needing to do to have a full complement of teachers for the start of 2019. Again, I note it helps that Te Awamutu College campus looks as good as it does. Again, I will note that while being fully staffed is the desired outcome for all schools there will be some that won't be when they open in 2019. It won't be for want of effort, it is due to current teacher supply and retention issues.

Our next meeting will be held Wednesday 27th February 2019 at 6.00pm in the Staff Room. As is usual the meetings are open to all so if you are interested in what we get up to, do come along and see and hear what we do; you are most welcome.

Craig Yarnley Chairperson

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