

## Board Update: Headlines from the November 2023 Meeting

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

This was our 9th and final full meeting for the school year. It is the time of the year, being the end of Term 4, where we review 2023 and confirm the budget for 2024.

While we had a typically busy end to 2023, because we have separated out our new strategic planning exercise to enable us to meet the MOE guidelines for its implementation (01 January 2024) this meeting was a little quieter than our usual November meetings. We have an extra meeting planned in December to review the strategic plan process with the intent to finalise our new Strategic Plan before due date. Our main items of focus this month were the Annual Plan review, the 2024 Budget and a full report on property issues (since most property work is usually done over the Christmas closure).

The summary is:

- Tony walked our way through the 2023 Annual Plan. For those who don't know this is the 2<sup>nd</sup> review that we do, the first one halfway, to see how we got on meeting the targets we set ourselves back in February. It was good to see how the school progressed against the Annual Plan targets. Where appropriate the Board questioned Tony on some of the outcomes and were satisfied with the responses.
- Wayne Carter, our DP in charge of property, had provided an extensive report on property issues, with the focus being on the new turf and the work planned for over Christmas. Unfortunately, the finishing of the turf is dragging on and he has expressed his displeasure. The Board took a walk off to the turf, to look at it in its current, near finished state, and can see that once complete it will be a major asset for the school. The planned work over the summer holidays, has been delayed due to issues outside our control, and again Wayne has expressed his displeasure and concern to the appropriate people for this. This delay has effectively pushed the work out past the holiday period so some serious planning will be needed to see how much, if any, can be done during term time.
- We had a good update on our Student Wellbeing & Community Engagement report, the highlights being:
  - School community was engaged with a survey (part of the strategic planning work).
  - A community drop in and Hui was held to gather feedback (part of the strategic planning work).
  - An update was provided on the Ko Wai Au Trust mentoring course.
  - Our junior students completed the NZCER Well-being survey, and we should see the results early next year. Unfortunately, its timing around the new CAA's (Common Assessment Activity for the new Literacy and Numeracy assessments) and the NZQA saga (around the workability of the online assessments) have probably had an impact on the Year 10's responses.
- 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 2024:
  - Having made a start on our Strategic Plan and taking into consideration feedback received during the year, there was robust discussions on how these feed into the budgetary process and the areas that are being budgeted on.
  - The first draft was completed by the school staff, very ably driven by our soon to depart Business Manager (Katrina). It was discussed at the finance meeting and room left for the

- Board to make any adjustments. Our heartfelt thanks go to Katrina for the huge effort to get this through for our November meeting, considering all she is doing to prepare her space for whoever replaces her.  
We certainly wish Katrina well for her new endeavours.
- After taking all our discussions into consideration, and some adjustments made to what was presented (in areas that we see can be beneficial to the school community), the budget for 2024 was set with a surplus, to enable us to start to rebuild our reserves now that the Multi-Sports Turf project is predominantly behind us.
- The usual correspondence and last meeting's minutes were tabled and discussed where necessary.
- Tony provided us with a written report this month. As has been noted in previous November/December meeting reports, providing a full complement of staff now seems to be an annual "hassle" due to the lack of suitable teachers available in the workforce. While Tony only has a couple of positions to fill, there is still the potential of staff finding other appointments (for career reasons) between now and Christmas.

Our next full meeting will be held **Wednesday 28 February 2024 at 5.30pm** in the Staffroom. 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.

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Chairperson

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