



Ahititi Board of Trustees
Minutes – Wednesday 11 December 2024 @
3.30 pm

1. Administration		
.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becky Johnston, Manda Rowe	
1.2 Apologies		
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	3.35 pm	Cherry/Belinda
1.6 Matters Arising	New Presiding Member – Becky Johnston appointed Elections 2025	Manda/Glen
1.7 Correspondence		
2. Curriculum	Principals Report	Belinda/Cherry
3. Review	CMP Plan	Cherry/Becky
4. Finance & Property	Finance & Property Report Budget for 2025 to be approved and signed	Manda/Belinda Becky/Glen
5. Health & Safety	Health & Safety Check – Dave Innes	
6. General	Shade Sail for Pool to be erected. Sign Becky onto TSB signatory Shed clean out this Friday 13 th , weather permitting Thank you to all board members for your help throughout the year. Ahititi School is much appreciated.	
7. Meeting Closure	4.05 pm	
8. Next Meeting	Wed 26 th February 2025 @ 3.30 pm	

Chris Richardson



Ahititi Board of Trustees
Minutes – Wednesday 20th November 2024
@ 3.30 pm

1. Administration		
1.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becky Johnston, Manda Rowe	
1.2 Apologies		
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	3.35 pm	Becky/Chris
1.6 Matters Arising	TSB – Move Cherry Crawford to be a Signatory On the Board of Trustees TSB accounts. Order new Tokens.	Manda/Becky
1.7 Correspondence		
2. Curriculum	Principals Report Move that the Professional Coaching and well-being unspent funds be carried over to 2025	Chris/Manda
3. Review	CMP Plan Administration-Compliance Animal Code of Ethics/Family Information & Privacy/Privacy/Treaty of Waitangi/Suspension & Expulsion/Attendance The Treaty of Waitangi to be updated	Cherry/Chris
4. Finance & Property	Finance & Property Report	Manda/Belinda
5. Health & Safety	Health & Safety Check – Dave Innes	
6. General	Budget 2025 is to be reviewed at the next meeting Playground to be done by 1/2/2025, Cherry to measure and order crusher dust Belinda Watson is resigning at the end of the Term as Presiding Member.	
7. Meeting Closure	4.30 pm	

Chris Richardson
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8. Next Meeting	Wed 11 th December @ 3.30 pm	
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Ahititi Board of Trustees
Minutes – Wednesday 25th September 2024
@ 3.30 pm

1. Administration		
.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becci Johnston, Manda Rowe	
1.2 Apologies	Becci Johnston, Belinda Watson	
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	3.28 pm	Cherry/Manda
1.6 Matters Arising	New TSB Tokens	
1.7 Correspondence		
2. Curriculum	Principals Report	Manda/Chris
3. Review	CMP Plan Health & Safety – Communicable Diseases/Emergencies at School, closure, EOTC Rams forms, General maintenance, property checklist, pool & grounds, smoke-free Staff Health & Safety Student support – sexual & physical abuse, transporting students.	Cherry/Manda
4. Finance & Property	Finance & Property Report	Glen/Manda
5. Health & Safety	Health & Safety Check – D Innes – Playground bark Needs to be replaced, rotting, mouldy. Check when water filter was last replaced	
6. General	Ram Forms to be updated Emergency plan to be updated Thank you to Liz and Cherry for covering for Faye over the last 10 weeks.	
7. Meeting Closure	4.00 pm	
8. Next Meeting	30 th October 2024 @ 3.30 pm	

Ahititi School	<i>Cre</i>
Board of Trustees	



Ahititi Board of Trustees
Minutes – Wednesday 21st August 2024
@ 3.30 pm

1. Administration		
1.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becci Johnston, Manda Rowe	
1.2 Apologies	Glen Evans	
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	3.38 pm	Manda/Chris
1.6 Matters Arising		
1.7 Correspondence		
2. Curriculum	Principals Report	Becci/Manda
3. Review	CMP Plan, Finance – Delegations/Current Financial Process/Annual Accounts & Audit/Budgeting/Fraud & Theft Prevention/Fundraising/Principal Financial Policy/Reporting Amended Budget 2024	Belinda/Manda Cherry/Manda
4. Finance & Property	Finance & Property Report attached TSB tokens, new ones to be ordered. Order Crusher Dust, Parent help with playground, and to help sort out the shed.	Chris/Becci
5. Health & Safety	Health & Safety Check – D Innes Water blasting and spouting to be done – Book to be done.	
6. General		
7. Meeting Closure	4.30 pm	
8. Next Meeting	25 th September 2024 @ 3.30pm	

Confident



Ahititi Board of Trustees
Minutes – Wednesday 3rd July 2024
@ 3.30 pm

1. Administration		
.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becci Johnston, Manda Rowe	
1.2 Apologies	Belinda Watson	
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	3.30 pm	Becci/Cherry
1.6 Matters Arising		
1.7 Correspondence		
2. Curriculum	Principals Report	Becci/Glen
3. Review	CMP Plan – Update to include Pool repaint 2023,	Cherry/Chris
4. Finance & Property	Finance & Property Report attached	Chris/Manda
5. Health & Safety	Health & Safety Check – D Innes Waterblasting and Spouting to be done	
6. General		
7. Meeting Closure	4.25 pm	
8. Next Meeting	21 st August 2024 @ 3.30 pm	

Chris



Ahititi Board of Trustees
Minutes – Wednesday 22nd May 2024
@ 3.30 pm

1. Administration		
.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becci Johnston, Manda Rowe	
1.2 Apologies	Glen Evans	
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	3.35 pm	Chris/Cherry
1.6 Matters Arising		
1.7 Correspondence		
2. Curriculum	Principals Report	Manda/Belinda
3. Review	Board Effectiveness/Self Review	Becci/Belinda
4. Finance & Property	Finance & Property Report attached	Chris/Belinda
5. Health & Safety	Health & Safety Check – D Innes	
6. General		
7. Meeting Closure	4.20 pm	
8. Next Meeting	26 th June 2024 @ 3.30 pm	

Belinda



Ahititi Board of Trustees

Minutes – Wednesday 10th April 2024

@ 4pm

1. Administration	March school role has been submitted	
.1 Present	Chris Richardson, Cherry Crawford, Belinda Watson, Glen Evans, Becci Johnston, Manda Rowe	
1.2 Apologies	Glen Evans	
1.3 Declaration of Interests	N/A	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	4.00 pm	Chris/Becci
1.6 Matters Arising		
1.7 Correspondence		
2. Curriculum	Principals Report	Cherry/Becci
3. Review		
4. Finance & Property	Finance & Property Report attached	Belinda/Manda
5. Health & Safety	Health & Safety Check – D Innes	
6. General		
7. Meeting Closure	5.08 pm	
8. Next Meeting	Wed 22 nd May 2024 @ 3.30 pm	


Ahititi School	
Board of Trustees	

Cherry Crawford



Ahititi Board of Trustees
Minutes – Wednesday 28th February 2024
@4.00 p.m.

1. Administration (Nag 6)		
.1 Present	Chris Richardson, Cherry Crawford, Glen Evans, Belinda Watson, Becci Johnston, Manda Rowe	
1.2 Apologies		
1.3 Declaration of Interests	Not Applicable	
1.4 Confirmation of Agenda		
1.5 Confirmation of Minutes	4.05 pm	Becci/Belinda
1.6 Matters Arising		
1.7 Correspondence		
2. Curriculum	Principal Report – Strategic Plan, Delegation of Responsibility. Physical Restraint Module to be Completed. Principal and Staff Appraisal to be changed Mobile Phone Policy moved	Becci/Belinda Chris/Belinda
3. Review	Code of Conduct 2024. Strategic Plan Principal Appraisal/Performance Management Policy/Staff Appraisal/PD/Whistleblowing/Protected Disclosure/ Sexual Harassment	Cherry/Becci
4. Finance & Property	<ul style="list-style-type: none"> Finance and Property Report attached Amend Budget for removal of Maori Language Funding that was added to the July School Roll 2023 in error. 	Chris/Belinda
5. Health & Safety	<ul style="list-style-type: none"> Monthly Safety and hazard Check completed by D Innes. 	
6. General	Co-Opt Manda Rowe onto the board	

Ahititi School	
Board of Trustees	

7. Meeting Closure	5.05 pm	
8. Next Meeting	27 th March 2024	