

MEETING MINUTES

Lake Tekapo Primary School Board of Trustees

Date: 25th March 2025 Time: 5pm

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1. Present: Amanda Simpson, Angela Marshall, Casey Jeffries, Simon Tocker, Judith Speck, Simon Waymouth, Amy Richardson.
 2. Apologies: n/a
 3. Declarations of Interest: n/a
 4. Confirmation of Minutes of previous meeting:
Moved: Simon Tocker. Seconded: Judith Speck. Carried.
 5. Matters arising from previous minutes: Budget finalised, 3 year plan ideas coming up in this meeting.
 6. In/Out Correspondence: Financials to be signed from Jane.
 7. Ratification of between meeting approvals: Changes / Additions to the Strategic plan, 2024 Implementation Plan and 2025 Implementation plan.
Moved: Casey Jeffries. Seconded: Simon Tocker. Carried.
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LTS Board NELPS Report Tracker / Action List review

See tracker [here](#).

Curriculum

New Curriculum Review: Staff working through the front end of the new curriculum and making sense of the changes. This has been unpacked to try and align teaching and learning at LTS. Annual target for 2025 - implementation of the curriculum, currently working through the government expectations of this and how the outcomes and intentions will be tested.

Accelerated learning summary - 2 curriculum areas for strategic implementation - Maths and English. Our plan on the page is based around the local curriculum. Local curriculum is now about these programmes. How are we creating conditions for accelerated learning, how are we identifying and tracking the support, what are our teaching approaches to accelerated learning. [See here](#).

Reflection & thinking review. [See here](#). Pedagogy requires thinking. How are we creating opportunities for reflection for teachers, students and board. How can we deepen the thinking in the classroom and increase engagement.

Finance

NAG Report discussed [see here](#).

Uncommitted funds: \$199,045.

Capex items - as per last meeting being open to planning spending coming up as required ie. School house. Programmes / textbooks / subscriptions going forward may need to come out of budget as the prices increase. Angela queried if there was potential for the board to fund some relievers for support in giving teachers time to do the extra admin involved with all of the current changes - feeling that there was no accountability on the relievers to maintain our teaching standards so what are we achieving by doing that.

Moved: Casey Jeffries Seconded: Amanda Simpson. Carried.

Health and Safety

Discussion around approaching the council about the road outside the school and how dangerous it is becoming with the speed of the traffic.

Employment and Personnel

Discussion around the survey and after Amanda's meeting with the teachers on the 24th. Is there a way we can get more feedback and engagement? Is Educa a good platform and why doesn't it work with feedback? There was extensive discussion about anonymous feedback, with strong opinions on its effectiveness. The conversation focused on how we might structure it to encourage constructive input that aligns with our goals.

Property

Conversation with Casey. Confirmed gutters were cleaned out at christmas. Newsletter mentioning supervision and drop off relating to ongoing issues with roads. Pool equipment - pool using a lot of money & probably not being covered, how can we address this next summer. Flying fox, gibsons have come and had a look and issue resolved. Hole in tennis courts - need to catch up with Dwayne. Discussion around a handyman - can it work when it's so casual and not always needed. Library extractor underway. Asbestos / Carpets a goal for a school house & possible cladding in the future. Casey to get some quotes.

Communication

Simon and Judith met to discuss communication plans. Angela did a board update for the newsletter. Parent interviews - no complaints face to face however finding that criticism can come later in different settings.

Changes in how we are thinking about social media and our communications & our digital citizenship. Is this something we want to think about discussing going forwards & are there any

speakers we could invite to talk on the topic at parent info evening next term. Our kids are being exposed to a lot of this & we could consider a child survey to get an idea of the student voice and what the kids think. Kids' values can improve or influence their parents' values.

Induction pack for new parents & working on the transition - how do we align our programmes with kindy and what they are doing.

PTA / Fundraising - how can we unite parents better and improve our reach to get the right people involved. How can we strengthen engagement and investment in this area? Discussion around how a PTA could work.

ERO Teacher Capabilities

Staff consultation on classroom expectations and responsibilities in meeting the new direction.

[See here.](#)

Confirm date of next meeting: 6th May 2025. 5pm.

Meeting Closed: 7.25pm

Signed: