

**BANKS AVENUE SCHOOL BOARD MEETING MINUTES
FOR THURSDAY 30 JUNE 2022
HELD AT THE SCHOOL AT 6:15PM**



1. PRESENT:

Toni Burnside (via Zoom), Kirk McKay, Noella Gould, Glenn Bongartz, Paul O'Donovan, Adam Hastilow, Phillip Black, Jan Thompson (via Zoom) and Jenny Macdonald (minute secretary)

2. APOLOGIES: Mike Stewart

3. GUEST SPEAKERS / VISITORS: Rhonda Aitken, Scott Bradley

4. CORRESPONDENCE: none this month

5. REPORTS:

5.1. Principal's Report – Toni Burnside

- 5.1.1. Survey to Parents.** Uniform - Retail Shop option was preferred by the Board - Toni to check the responses from the survey. We will still keep samples onsite.
- 5.1.2. CCC Traffic Plan** - Toni, Jan and Jen attended an online meeting to do with the pick up / drop off zone. There was discussion on the risks of the zone at the end of the day if parents do not comply with the pick up only and use the zone to park. quite a few Health and Safety issues around this.
- 5.1.3. Cycle Track** - Concept drawing from 44 Steps presented. Some problems have arisen with the design. It is essentially a concept drawing that we presented to Rotary in order to request funding. Once onsite we will revisit the design and Noella and Scott will meet with the designers.
- 5.1.4. Insurance for new school** - Toni is still trying to find out whether the Ministry of Education will insure our Playgrounds. We have contacted Crombie Lockwood - our insurance brokers for a quote to insure the Property Manager's shed,
- 5.1.5. FENZ** - Our Fire Evacuation NZ application has been submitted.
- 5.1.6. Senior Deputy Principal** - This needs to be advertised in Week 2, Term 3. Jan will stay in this position until the end of 2022. Paul and Noella have volunteered to be part of the appointment committee.

5.2. Finance Report -

Motion **K McKay**
That the Finance Report be taken as read and are accepted.
Carried

Motion **K McKay**
That the Financial Statement for 2021 and the Audit Completion Report for 2021 be ratified and accepted by the Board.
Carried

Motion **K McKay**
That the Board ratify Banks Avenue School participate in the MOE Government Donation Scheme for 2023.
Carried

Rhonda and Scott invited to leave 7:42pm

6. Public Excluded Session

Motion **K McKay**

That under Section 48 (1) of the Local Government Official Information and Meetings Act 1987, the public be excluded from the following proceedings for this meeting. The reason being to discuss a disciplinary or personnel issue, and to protect legal privilege and the privacy of natural persons.

Carried

Motion **K McKay**

That the Board ratify all decisions made in the Public Excluded session of the meeting.

Carried

6.1. Behaviour Report - presented In Committee

Out of committee - 8:20pm

7. PREVIOUS MINUTES:

7.1. Amendment to 2 June 2022 Minutes:

7.1.4 to read: It is agreed that the partnership agreement between Eastern Community Sport and Pāreawa Banks Avenue School for the hire of Gymnasium be reviewed on an annual basis. Will look at possibly involving the services of a lawyer to review the document. The lease agreement sent to Solution and Services has now gone to the Auditors to be looked at.

Motion **K McKay**

That the minutes of the meetings held on 5 May 2022 and 2 June 2022, with adjustment, be taken as read and are accepted.

Carried

8. Board Elections 2022

8.1. Board will look at co-opting Donna Stott onto the Board prior to the Elections.

Motion **K McKay**

That the Board will co-opt Donna Stott onto the Board prior to the Board Elections.

Carried

9. BOARD Mix and Mingle:

9.1. The Board to look at holding a Mix and Mingle event for new parents. Just an informal meeting to welcome them to the school. Look at doing this part way through the term and asking the PTA to join in.

10. Next meeting:

10.1. Thursday 28 July

10.2. Thursday 25 August

The meeting closed at 8:35pm

Signed.....K McKay, Chairperson