

**BANKS AVENUE SCHOOL BOARD MEETING MINUTES
FOR THURSDAY 22 SEPTEMBER 2022
HELD AT THE SCHOOL AT 6:15PM**



1. PRESENT:

Toni Burnside, Kirk McKay, Glenn Bongartz - arrived late, Paul O'Donovan, Donna Stott and Jenny Macdonald (minute secretary)

2. APOLOGIES: Phil Black, Mike Stewart, Noella Gould, Adam Hastilow

3. GUEST SPEAKERS / VISITORS: Belinda Walsh

4. REPORTS:

4.1. Principal's Report – Toni Burnside

4.1.1. Grounds Update: Kirk to have a meeting with MOE, Drainlayer and Landscapers about our sports and playing fields in order to get them sorted properly.

4.1.2. Draft Policy - Use of School Property Outside School Hours: Tonie to add - Alcohol, Community Conduct and Smoke Free Policies with our Hall Hire Agreements.

4.1.2.1. There will be hirers where the Principal may elect to push approval back to the Board.

4.1.2.2. Jenny to contact Crombie Lockwood around the insurance for Hall Hirers.

4.1.3. Draft Policy - Physical Restraint -

Motion **T Burnside**

The Board ratifies that LT, RP, JB, BC - who are all trained in restraint - be authorised to use physical restraint when deemed necessary.

Carried

4.1.3.1. Add this to the Board Delegations at the start of each year. List of those trained in restraint including non-teaching staff. Register to be made up.

4.1.4. Shirley Intermediate School Swimming Pool - to ask for a Board to Board meeting to see how we can assist them to keep this asset.

4.1.5. Out of Zone Enrolments - Jenny and Emi to double check the enrolment forms to make sure the entries are correct.

4.1.6. Document Destruction - List of documents to be destroyed and a copy of the criteria that allows this.

4.1.7. Solution and Services -

Motion **K McKay**

The Board approves the 2022 Budgeted Statement of Financial Position and 2022 Budgeted Statement of Cash Flow, which are derived from the Board's approved 2022 Operating and Capital Budget.

Carried

5. Public Excluded Session - 7:40pm

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

5.1. Behaviour Report - presented in committee

5.2. Finance Report - presented by Toni

6. PREVIOUS MINUTES: Mike Bennett not Kirk to check meter.

Motion **K McKay**

That the minutes of the meeting held on 25 August, after the change as stated above, be taken as read and are accepted.

Carried

7. Ratification of Deputy Principal Position

Motion **K McKay**

That the Board ratifies the appointment of Jan Thompson as the Deputy Principal of the Senior School.

Carried

8. Staff Christmas Function

Motion **K McKay**

That the Board will contribute \$60.00 per Staff Member for their Christmas Function 2022.

Carried

9. Next meeting:

9.1. Thursday 27 October 2022

9.2. Thursday 24 November 2022

The meeting closed at 8:50pm

Signed.....K McKay, Chairperson