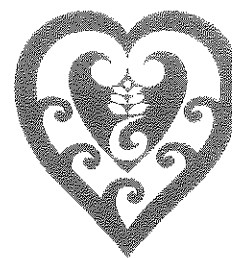


**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF BANKS AVENUE SCHOOL
HELD AT THE SCHOOL ON THURSDAY 4 July 2019 AT 6:15PM**



1. PRESENT:

Toni Burnside, Kirk McKay, Noella Gould, Glenn Bongartz, Paul O'Donovan, Michael Stewart, Phillip Black, Adam Hastilow and Julie Dawson(minute secretary)

2. APOLOGIES:

First meeting of the new Board of Trustees since the elections.

Toni chaired the meeting and asked for nominations.

Nominations for Chairperson

- Kirk McKay nominated- all in favour. Unanimous vote
- Deputy Chairperson - Noella Gould nominated - all in favour. Unanimous vote.

Kirk then took over the running of the meeting and congratulated the new members - Adam Hastilow - new Staff rep and Phillip Black and welcomed them to the Banks Avenue family.

Kirk explained how the board operates within the school.

Board delegations will be sent onto Phil and Adam to familiarise them with the sub-committees.

The Code of Conduct will be circulated to board members.

Kirk will also send online links that will register our new members to the STA - School Trustees Association site where they will find informative information which he recommended to all trustees.

The board will also look at the induction folder as this may need updating.

He also welcomed Jenny Macdonald, who will be taking over from Julie in the office and as minute secretary.

3. Public Excluded Session - 7:30pm

Motion **Kirk 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 **Kirk McKay**

That the Board ratify all decisions made in the Public Excluded session of the meeting. 7:55pm

Carried

4. GUEST SPEAKERS / VISITORS

5. CORRESPONDENCE:

As per the schedule

Motion **K McKay**

That the inwards correspondence be received and the outwards correspondence be approved.

Carried

6. REPORTS:

6.1. Principal's Report – Toni Burnside - tabled as read

- 6.1.1. **Strategic Goals** - Strategic goals and indicators were explained by Toni and all observations have been carried out and feedback given.
- 6.1.2. **School Reports** - have gone home to families.
- 6.1.3. **Strategic Review** - Team leaders are currently reviewing the first six months - Tricia will have reports at next month's meeting.
- 6.1.4. **Learning Conversations** - to be held in week two of term three.
- 6.1.5. **Principal Appraisal** - completed by Judith Oakley
- 6.1.6. **Acting Principal** - Tricia Carroll will be acting Principal for next term while Toni is away on sabbatical. Emma Derrick will be acting Junior DP with David Erece covering the office where required.
- 6.1.7. **Fourth New Entrant Class** - will also begin next term.
- 6.1.8. **AWE Wellbeing Survey** - twenty nine children identified as being bullied - follow ups were being carried out and staff meetings were held regarding this. We have now started a 'wellbeing' tracker so we are able to see the results of these surveys over time and what we have done to address the issues raised.
- 6.1.9. **Kindo** - This is all go for term three. It should streamline a lot of work and be very effective and simplify things in the office as well as for our families.
- 6.1.10. **Know Local** - as explained by Noella. This is an initiative from Shirley Intermediate. Both Toni And Noella thought this was a very positive thing.
- 6.1.11. **Teacher's Union** - This is now settled. Teachers have accepted the Government's offer. However, Principal pay negotiations haven't at this stage.

6.2. Behaviour Report - see in-committee minutes

6.3. Finance Report - tabled as read

- 6.3.1. The Board authorises Jenny Macdonald to have signing rights to the Banks Avenue School Board of Trustees, Westpac account.
- 6.3.2. The motion was put forward that Jenny Macdonald is the official BOT secretary.

Motion

K McKay

That the Finance report be accepted and all motions held therein be ratified.

Carried

7. BOARD OVERVIEW 2019 - tabled as read

8. GENERAL BUSINESS:

- 8.1. **New School Preparation** - Kirk and Glenn have had meetings with our new MOE Delivery Manager - Vikandra.
 - 8.1.1. Anna Rose will be our new project manager and will work closely with us on the new school build.
 - 8.1.2. They are currently working on options for parking and roading which is great news.
 - 8.1.3. After many conversations we have finally been told that our Budget for the new build will be \$8.7 million. This was set in 2015 - well done Glenn and Kirk for your persistence.
 - 8.1.4. Our timeline for the start was this October, but this is nowhere near realistic.
 - 8.1.5. Board packs for the new school will be sent out in due course.
 - 8.1.6. Toni has met with the 'plant' people about relocating the plants, shrubs, trees, etc for the new school. She has offered them some hours for this.

8.1.7. Possible new name for the school was shared. Toni has been in touch with a lady who will write the cultural narrative for the name and present it to the Board and later to the community. It will be based around Dudley Creek and the plants that adorn the banks. The plant names could possibly be the names of the new hubs.

9. Other Business - The Board hopes that Toni enjoys her Sabbatical and we look forward to seeing her back in term four.

10. PREVIOUS MINUTES:

Motion

K McKay

That the minutes of the meeting held on 6th June 2019, be taken as read and are accepted.

Carried

11. Next meeting:

11.1. Thursday 1 August 2019

The meeting closed at 8:32pm

SignedK McKay, Chairperson