

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF BANKS AVENUE SCHOOL
HELD AT THE SCHOOL ON THURSDAY 29 JULY 2021 AT 6:15PM**



1. PRESENT:

Toni Burnside, Kirk McKay, Glenn Bongartz, Paul O'Donovan, Adam Hastilow, Michael Stewart, Phillip Black and Colleen Lucas (minute secretary)

2. APOLOGIES: Noella Gould

3. 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

4. CORRESPONDENCE:

As per the schedule

Motion

K McKay

That the inwards correspondence be received.

Carried

5. REPORTS:

5.1. Principal's Report – Toni Burnside

5.1.1. Active Learners at the HEART

5.1.1.1. Mid Year Data 2021 - Toni and Tracey talked the board through the data in this report.

5.1.1.2. Mid Year Progress Report of Target Groups - Tracey talked the board through the data in this report. Absence from school is recognised as an influence of target students not achieving, this is being monitored and is also Kāhui Ako initiative. Teachers have had professional development on sensory needs and high impact teaching strategies this year.

It was noted that Board funded teacher aides in the classroom have made a huge difference to our challenged learners. LSTs are now able to focus on students learning as opposed to dealing with behaviours. Our Learning Support coordinator, David Erece, has also had a really positive influence on behaviours and follow up.

5.1.1.3. Curriculum Area Inquiry Review - Science - Tracey talked the board through the data in this report.

5.1.2. Living HEART

5.1.2.1. Staff Well-being Survey - Tracey talked the board through the results in this report. Conversations around the Pyramid of Wellbeing. What can I do for myself, what can I do for someone else. Staff are reminded that EAP services are available to them. It was acknowledged that there was real value in doing this survey at the end of each term with the ability to stay on top of any concerns.

5.1.2.2. RTLit Leadership Role - to be hosted at PBAS school. No release or support comes with this. Toni has turned down the MOE offer. Email MOE acknowledging support of these positions so long as they come with funding and staffing - **Toni**

5.1.3. Connecting HEART of the Community

5.1.3.1. New School Uniform Supply Contract - refer to in-committee

5.1.3.2. Hall Lighting - design and workshop cycle scope of work and fee proposal tabled at the meeting \$2,400.00 - Discussion. More investigation to come. Talk to Strawberry Sound - refer to next meeting - **Toni**

5.1.3.3. Open Day at New School Site - Saturday 4 September. Hawkins to put on bbq. PTA to organise photos with props. Dynamite Signs to sponsor signage for the PTA photos.

5.1.3.4. Pods named after plants. Samples discussed at meeting. \$2,400 - linked to Cultural Narrative.

5.1.3.5. Creatives in School - whole school art project. \$10,000 grant application due on to MOE by 18 August. This would pay for an artist to work with all of our children to create an art piece to go with us to our new school. This would be a 2022 project if funding comes through.

5.1.4. NAGs

5.1.4.1. ERO - new review model has been implemented. We can expect to hear from ERO in 2022.

5.1.4.2. KiwiCan - this has been really successful. Review is underway.

5.1.4.3. Donation Scheme - for 2022 - discussion

Motion **K McKay**

That the Board ratify Banks Avenue School participate in the MOE Government Donation Scheme for 2022.

Carried

5.2. Behaviour Report - refer to in-committee.

5.3. Finance Report -

5.3.1. Finance Report 30 June 2021

5.3.1.1. MOE GovtDonSch 155 line sitting under expenditure - check it is expenditure - **Colleen**

5.3.2. Rata Foundation Funding Application - Toni would like every child to receive a monogrammed polo shirt on the first day at our new school. Kapa haka uniforms supply within same application - discussion.

Motion **K McKay**

That the Board of Trustees of Banks Avenue School ratify the application for funding to the Rata Foundation for the amount of approximately \$20,000.00 for assistance with the purchase of 390 polo tops with our new school logo and kapa haka uniforms.

Carried

5.4. Health & Safety -

5.4.1. new staff inducted into Health & Safety procedures.

5.4.2. Fire drill coming up Friday 13 August..

5.5. Roll Projection - projection numbers are down. Waiting for staffing from MOE in September.

6. POLICY:

6.1. For review this term:

- 6.1.1. Policy Review
- 6.1.2. Concerns & Complaints
- 6.1.3. Behaviour Management

7. BOARD OVERVIEW 2021:

7.1. Policy Audits - Board members track and organise audit reviews from BoT Overview document.

8. GENERAL BUSINESS:

8.1. New School Preparation

9. PREVIOUS MINUTES:

Motion K McKay

That the minutes of the meeting held on 24 June 2021, be taken as read and are accepted.

Carried

10. MATTERS ARISING:

10.1. NZ Uniforms - Retail or Whole Supply and Webshop - refer to in-committee.

11. Next meeting:

- 11.1. Thursday 26 August
- 11.2. Thursday 23 September

The meeting closed at 8:45pm

SignedK McKay, Chairperson