



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

1. PRESENT:

Toni Burnside, Kirk McKay, Noella Gould, Glenn Bongartz, Helen Stowers, Paul O'Donovan, Michael Stewart, Tricia Carroll and Julie Dawson (minute secretary)

1. APOLOGIES: Nil **ABSENT:** Nil - The Board welcomes Adam Hastilow and Kirk moves that Adam has speaking rights.

1. Public Excluded Session

Motion **

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.

- Kirk spoke about the un resolved issues regarding the traffic issues but is still waiting to hear back from the MOE. Kirk has asked to speak with the Traffic Engineer but felt when he asked it was all shut down very quickly. Glen and Kirk have decided to take a step back and let Toni handle this. Still no further ahead with timelines etc., which is proving to be very frustrating for the Board. Kirk raised 3 points/choices that the board are facing and will need to agree on one of these.
- 1. That the Delivery Manager be replaced - (BOT have agreed on this)
- 2. Delivery Manager remains, and board sends new representatives
- 3. Delivery Manager remains but BOT has no management there and would have to appoint their own project manager to carry this out on behalf of the BOT. Toni did express she would still like a BOT representative to be present at these meetings despite what is agreed on. What are the BOT thoughts on this?? Do we need a BOT presence at these meetings? A letter could be sent out outlining the unresolved issues and that we ask the Delivery Manager to be removed. We also need to ask for an explicit budget, and exactly what is the budget and when is all this going to start? Will need to Cc higher people into any correspondence we send.

The Board agrees to replacing the Delivery Manager and send a letter to David Hogan and possibly approach Chris Hone to listen to our requirements regarding these issues.

Carried – all in favour

Motion **

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

Carried – all in favour

- 1. GUEST SPEAKERS / VISITORS - Nil**
- 1. CORRESPONDENCE: - none in or out**

As per the schedule

Motion **

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

Carried

1. REPORTS: NAGS

1. Principal's Report – Toni Burnside

1. Active Learners at the HEART

- Tricia Carroll to be acting principal for term 3 – congratulations Trish
- Trish finishes with the Kahui Ako at the end of this term due to funds running out

We will still have 2 days a week that we use David but have decided to look at appointing a junior deputy principal for the remaining 3 days a week and we are currently asking for expressions of interest for this position.

Living HEART

- Curriculum as identified by ERO needs to be fine tuned – which we have been working on but need to pull it in all together – we have now developed a BZS curriculum document which has been introduced to all teachers which teachers can now plan by it and it will be constantly reviewed.
- Principals Appraisal – Judith coming in next week.
- Update on Colleen – started chemo today and will have 3 months of chemo ahead of her – there is a care package in the staffroom for her if the BOT would like to pop something in this would be much appreciated.
- EEO Report as read by Helen – all recommendations have been referred to Toni
- 2018 Annual Accounts now completed and uploaded to MOE

Connecting HEART of the Community

- Amazing picture was sent through to Toni from one of Jane Goodalls advisors, it was a great day for all of us at BAS, and it will be televised on the Sunday programme in the near future.
- PTA asked if we want to buy \$3000 worth of track pants as there is no money left in their budget – we could lend PTA the money and perhaps sell them at a slightly higher price – it was suggested we devise a strategic team for consultation regarding the new uniform, logos, name change etc. – board was concerned we would be stuck with these green track pants should we decide to choose a different colour for the new school. It was also suggested we have a 'boot box' at school where parents can drop off pre loved shoes into a box for some of our families who are struggling.
- BOT Elections – no need for us to go to election this year as we had an equal amount of BOT spaces available – Kirk has asked that the BOT still stay in touch with the parents that have shown an interest or could be potential future BOT members and maybe look at holding a get together every couple of months with our current members with them – Toni keen to do a wee blurb in the newsletter about each BOT member and getting their profile out to our whanau.

7. **Behaviour Report** – as tabled and discussed. Behaviour reports as tables and discussed for April and May. A steady drop in behaviour issues has been noticed as of May compared to earlier in the year. A child who repeatedly kicked his TA has been sent home today – Toni and Kirk will have a meeting with Mum next week.

Review of enrolment schemes under Section 11PA of the Education Act 1989

The BAS Board of Trustees has agreed that BAS is to be retained without ammendment - (moved and carried - all in favour)

8. **Finance Report** – as tabled

- Sol Serv will continue to do our reports monthly while Colleen is on leave

- Still fine tuning 2019 budget
 - Xero – Julie doing well but still adjusting to it
 - Learning resources are down considerably, maybe due to teachers not remembering they do have a \$400 budget to spend.
- Kirk moved that the financial reports be accepted – all in favour

9. Self Review Report – Still in progress – Julie to print this report out for Kirk and BOT members for next months meeting.

10.

11. POLICY:

12. BOARD OVERVIEW 2019:

1. GENERAL BUSINESS

Grateful thanks to Helen for your 12 years of amazing service not only as BOT Rep but also for all your amazing help on the PTA. Enjoy your extra time with your grandchildren and again many thanks from us all paki paki

1. PREVIOUS MINUTES:

Motion - *That the minutes of the meeting held on 2 May be taken as read and are accepted.*
Moved by Kirk – all in favour - carried

1. MATTERS ARISING: Nil

1. BOARD ONLY BUSINESS: Board have decided they would like to be kept in the loop with all the PTA meeting dates and minutes from now on. They are more than welcome to use our staffroom. Toni will speak to our staff rep about this too.

1. Leave: – no leave applied for at this meeting

The Board Chair would like to pass the following 3 motions:

1.The BOT of BAS ratify the application for funding to The Southern Trust for the amount of \$16,149.53 for assistance with the purchase of LS, ESOL and Library computers.

Carried – all in favour

2.The BOT of BAS ratify the application for funding Pub Charity Ltd for the amount of \$22,524.36 for assistance with the purchase 30 ipads and 6 chromebooks

Carried – all in favour

3. The BOT of BAS ratify the application for funding to NZCT for the amount of \$3616.29 for the purchase our an outdoor concrete table tennis table.

Carried – all in favour

1. Next meeting: Thursday 4 July

The meeting closed at 8.35pm

SignedK McKay, Chairperson