

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF BANKS AVENUE SCHOOL
HELD AT THE SCHOOL ON THURSDAY 28 MARCH 2019 AT 6:15PM**



1. PRESENT:

Toni Burnside, Kirk McKay, Noella Gould, Glenn Bongartz, Helen Stowers, Paul O'Donovan, Tricia Carroll - DP and Colleen Lucas (minute secretary)

2. APOLOGIES: Michael Stewart

3. WELCOME: Rob Smith and Hannah Hill - Eastern Community Sport and Recreation Incorporated (ECSR) and Phil Black - parent visitor

4. Rob & Hannah - ECSR - outline who they are and how they function - 13 member clubs.

4.1. Outline map of SBHS or part that we are to talk about.

4.2. Eastern Community Sports - Rawhiti Community S

4.3. Low cost or no cost opportunities for local community.

4.4. Have traditional sports but also incorporated other non traditional activity eg, gardening club,

4.5. Where to from here - build business strategy around keeping sport hall, gym old gym, netball courts and turf and two classroom blocks - MOU prepared - BAS has first use, then community. Need to talk to MOE to see what they are prepared to leave there. Agree to a period (3 years) where ECSR manage facility. MOE have strict rules when 3rd party become involved in use of facilities on MOE land.

5. 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. CORRESPONDENCE:

As per the schedule

6.1. Enrolment Scheme Proposal Amendments for 7 local high school - board to view over the weekend and respond accordingly if they have a collective view.

6.2. Preliminary Design Letter Approval - signed by both Toni and Kirk.

6.3. Board Elections

6.3.1. Returning Officer - Carole Peterson has been our RO for last two elections. Happy to be our RO for 2019

6.3.2. Parent meeting - afternoon and evening - *Kirk*

6.3.3. Current BoT to think about succession, and any new potential members.

Motion**K McKay**

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

Carried**7. REPORTS:****7.1. Principal's Report – Toni Burnside****7.1.1. Active Learners at the HEART**

7.1.1.1. Professional Development - alot completes in the last couple months.

7.1.1.2. Student Achievement Data - Toni has assembled last 4 years into one booklet - ready for ERO.

7.1.1.3. Year 7 Survey - Digital Survey - not good return due to close down of school email address. 2019 survey to be done just before they leave BAS as Year 6s.

7.1.1.4. New Entrant Class - next class to start beginning Term 2.

7.1.1.5. ESOL Tutor resigned.

7.1.2. Living HEART

7.1.2.1. Oranga Tamariki - include to in-committee

7.1.2.2. Toni's Sabbatical Plan - refer to next meeting

7.1.2.3. Behaviour Management - refer to in-committee

7.1.3. Connecting HEART of the Community

7.1.3.1.1. Parent Sessions - four sessions offered to our parent community.

7.1.3.1.2. New School - alot happening -

7.1.3.1.2.1. Master plan done

7.1.3.1.2.2. Design Stage - done

7.1.3.1.2.3. Detailed design stage started today. 3D views of classroom pods

7.1.3.1.2.4. Next session 10 April - Hall & library areas

7.1.3.1.2.5. Meetings every couple weeks for next term.

7.1.3.1.2.6.

Action

Toni to email session times out to BoT members. Toni

7.1.4. Kahui Ako - End of Year Report on Kahui Ako - Tricia to look at comparative data.

7.1.5. NAGs

7.1.5.1. Review of Crisis - 15 March 2019 - Toni talked the board through the processes on the day.

7.1.6.

7.2. Behaviour Report -

7.2.1. Discussion

7.2.2. Tier 2 looking at middle behaviours.

7.2.3. David gathering alot of data on major, minor and repeat behaviours. This is reflected in the report for this period. Alot of talk with parents and children, contracts in place we should see a drop off in the data.

7.2.4. Open forum with the Board.

7.3. Finance Report -**Motion****K McKay**

That the finance report be adopted.

Carried**7.4. Self Review Report**

7.4.1.

8. POLICY:

9. BOARD OVERVIEW 2019:

- 9.1. Finance & Property Management**
- 9.2. Alcohol & Drugs - BoT review at 2 May meeting**
- 9.3. Draft Annual Accounts**
- 9.4. Digital Assurances**
- 9.5. Evacuation Procedures**
- 9.6. Annual Report**
- 9.7. Student Survey AWE**
- 9.8. PTA meeting date for May - let Kirk know.**

10. GENERAL BUSINESS:

- 10.1. New School Preparation**
- 10.2. Code of Conduct - all board members to sign**

11. PREVIOUS MINUTES:

Motion K McKay

That the minutes of the meeting held on 28 February 2019, be taken as read and are accepted.

Carried

12. Next meeting:

- 12.1. Thursday**
- 12.2. Thursday**

The meeting closed at 9.05pm

SignedK McKay, Chairperson