

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
OF BANKS AVENUE SCHOOL  
HELD AT THE SCHOOL ON THURSDAY 02 MAY 2019 AT 6:15PM**



**1. PRESENT:**

Toni Burnside, Kirk McKay, Noella Gould, Glenn Bongartz, Helen Stowers, Paul Donovan, Julie Dawson (minute secretary)

**2. APOLOGIES:** Michael Stewart

**3. CORRESPONDENCE:** - As per the schedule

**Motion**

**K McKay**

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

**Carried**

**4. REPORTS:**

**4.1. Principal's Report – Toni Burnside**

**4.1.1. Active Learners at the HEART**

4.1.1. ECE meeting with Tricia - report in folder

4.1.1.1 Kahui Ako - student data as explained. Term 1 data analysis - well done to Helen and the team. Some concerns with under achievers in Year 4 boys, rest of data shows some positive results all round and - Tests will be done later in the year Kirk has asked for reports with data on student achievement that simplifies things.

**Living HEART**

4.1.2.1 Toni very moved when she visited the homes of the recent attacks. \$140 has given to 4 muslim families to cover and school costs.

4.1.2.2 Colleens surgery went well - flowers sent on behalf of school/BOT

**4.1.2. Connecting HEART of the Community**

4.1.3.1 Enrolment Scheme Review - BOT discussed their concerns re the review scheme and are happy to stick with the current scheme in place. Julie to type letter to ChCH East stating Banks Ave went through extensive process 2 years ago and at this stage we will remain as we currently stand.

4.1.3.2 Still a large amount of Police Vets outstanding, do we as a Board still go ahead with Camp? Not ideal to go ahead without Vets but due to the timing we have no choice. Paul will check the 3 day turn around with the Ministry of Justice. Union Meeting on 9th May and strike is scheduled for 29 May. Will have supervision available for up to 50 or 60 children at the most. Forms went home offering the supervision but if it exceeds more than 50 or 60 then will have to close the school.

***Motion** - BOT ratify/approve the application funding to Air Rescue for the amount of \$3090 to help with the purchase of umbrellas and a shade sail.*

**Carried** - K McKay - all in favour

Toni explained how full up the school was with no new spaces available. Need an extra classroom - All classes are at capacity - we need to look at getting the percentages of the in zone children, out of zone and the siblings coming through need to take to Simon the Nga Tahi building while we build on zone numbers. Need a back up plan?? Possible building for OSCAR. It was suggested the Board so a walk around at the Shirley site. Spartons room gym and hockey turf - C block and Nga Tahi prefab? Possibly keep a separate bank account for the new buildings. We won't be taking any revenue from it for the first year. Get key in 3 weeks time and we will receive reports from them which they will manage but we will still have full access. Kirk will send through what details he has on the project for the Board. We will still need to look at what we what to do with the profits made, keep them for school based projects?? Something we need to consider in the future.

#### **4.2. Behaviour Report - nil**

**4.3. Finance Report** - as discussed by Kirk. Sol/Serv to print out monthly reports and commentary for Board while Colleen is on leave.

**4.4.** Draft Annual Report - Auditors have been in touch and have a few questions which Toni and Julie will answer.

**4.5.** Request for Julie to be an online authoriser for the school banking

**Motion** - *Finance Report adopted -carried - K McKay* - all in favour

#### **4.6. Self Review Report –**

##### **4.6.1.**

**5. POLICY:** Policy reviews were discussed in the holidays - Who is the records officer? What is Role? Helen to follow up on this and report back.

**5.1** Union Meeting 9th May - and Strike scheduled for 29th May - Supervision for up to approx 60 children. Anymore then we will have to look at closing the school. Kirk suggested we look at doing something again to support the teachers on strike. Toni mentioned this was very much appreciated but not expected.

#### **6. BOARD OVERVIEW 2019:**

#### **7. GENERAL BUSINESS:**

**7.1.** New School Preparation

**7.2.** As agreed Trish will take over as acting Principal while Toni is on sabbatical

**7.3.** Carol Peterson is our RTO for this years Elections. We will stick to the current date of 6 June. BOT discussed 6 elective members with the possibility to co opt another on. Board will talk with parents about upcoming Elections. It was mentioned to hold a 'Board Night' very low key and casual held on Monday 13th May in the Library at 7pm. Put it out there that caregivers and grandparents are also welcome to stand.

**7.4.** Possible fundraiser using 'bricks' to be discussed at next months meeting.

**7.5.**

#### **PREVIOUS MINUTES:**

**Motion** **K McKay**

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

**Carried** - *all in favour*

**8. MATTERS ARISING: Nil**

**9. BOARD ONLY BUSINESS; NIL**

**10. Leave:**

The following leave was granted/not granted

- No applications presented at this meeting

**9. Next meeting:**

**9.1.** Thursday 6 June

**9.2.** Thursday 4 July

The meeting closed at 8.55pm

Signed .....K McKay, Chairperson