

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF BANKS AVENUE SCHOOL
HELD AT THE SCHOOL ON THURSDAY 26 SEPTEMBER 2019
AT 6:15PM**



1. **PRESENT:** Tricia Carroll, Kirk McKay, Noella Gould, Glenn Bongartz, Adam Hastilow, Michael Stewart, Paul O'Donovan, Phil Black, Tracey Mora (DP) and Jenny Macdonald (minute secretary)
2. **APOLOGIES:** none.
3. **REPORTS:** *(Paul has opted to go paperless and use his own device at meetings).*
 - 3.1. **Principal's Report – tabled as read – Tricia spoke to this.**
 - 3.1.1. Children receiving Black Wristbands – 20 this term with more children really close.
 - 3.1.2. Consultation for Health – on agenda for next meeting
 - 3.1.3. The Arts Festival was a huge success. Artworks are currently on display at MacFarlane Park. We have received lots of positive feedback around the artwork and the performances.
 - 3.1.4. The BOT would like to send a special thank you to Belinda and Helen and to Victoria
 - 3.1.5. New School – meeting to be held on Friday 11th October from 1:30pm with another meeting to include staff at 2:30pm
 - 3.1.6. Lockdown – more information coming through.
 - 3.1.6.1. Tricia now has to keep her phone on her at all times in case any texts come through.
 - 3.1.6.2. More information on parents uplifting children during Lockdown
 - 3.1.6.3. Also more information about the traumatising of children by not knowing the correct processes.
 - 3.1.7. Health & Safety – now have the direct dial for the Medical Health Officer after our incorrect measles diagnosis.
 - 3.1.8. Personnel
 - 3.1.8.1. Fixed term reliever has been appointed to replace Kat Jer – Angela Willans
 - 3.1.8.2. Permanent Teacher position was given to Adam Hastilow
 - 3.1.8.3. Learning Support Coordinator position was given to David Erece.
 - 3.1.8.4. Will have to advertise again for the year 4-6 Fixed Term Relieving Position.
 - 3.1.8.5. Staffing numbers – 1 FTTE down. More children enrolling next term so this may change.
 - 3.1.8.6. Special needs – we have a significant number of students with special needs wanting to enrol but currently have no funding support in place.
 - 3.1.9. Red Zone Project – Thank you to Jan for this very impressive project.
 - 3.2. **Behaviour Report** – to be discussed in-committee
 - 3.3. **Finance Report** – to be discussed in-committee
 - 3.4. **Self-Review Report** –
 - 3.4.1. We are currently behind on Assurances and Audits

3.4.2. New dashboard report – presented by Kirk – from the Building Intelligence Group – new design plan with timelines and processes.

4. Health & Safety Report.

4.1. One person on Stress Register – discuss in-committee

4.2. Car parking at the PTA disco at Shirley Intermediate School. The car park needs to be closed off – lots of close calls with cars reversing and not checking.

5. Public Excluded Session – 6:45pm

6. 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

7. Motion **K McKay**

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

Carried

Out of Public Excluded Session – 8:20pm

8. Motion **K McKay**

That the Board ratify the application to One Foundation in the amount of \$7133.78 for the purchase of Market Umbrellas, Cookie Pad Pillows and a Shade Sail.

Carried

9. GENERAL BUSINESS:

9.1. New School Preparation – Gifted name “PAREAWA”

9.1.1. Tamara gifted us a booklet with the information around the gifting of the name which we can use but need to quantify where the name and information has come from.

9.1.2. This will need to be approved before it is put on the school website.

9.1.3. Need to look at ideas we can use to obtain a consensus of feelings towards the new name and options on how we can approach the school community for their opinion. Using an option or rating system.

9.1.4. No change of name will be implemented until the Board has ratified the decision and a date is set.

9.1.5. All communications will remain as Banks Avenue School until a decision has been reached.

10. CORRESPONDENCE:

10.1. As per the schedule

11. Motion **K McKay**

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

Carried

12. PREVIOUS MINUTES: to be ratified at next month's meeting

13. NEXT MEETING: Thursday 24th October 2019

13.1. Finance Sub-committee – Wednesday 23rd October

13.2. Health & Safety - Thursday 17th October

The meeting closed at 8:55 pm

SignedK McKay, Chairperson