

**MINUTES OF THE MEETING OF THE BOARD FOR  
BANKS AVENUE SCHOOL  
HELD AT THE SCHOOL ON THURSDAY 16 DECEMBER 2021 AT 5:00PM**



**1. PRESENT:**

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

**2. APOLOGIES:** Michael Stewart

**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.** EOY Strategic Review - Toni talked the Board through this report. A lot has been achieved in 2021. Next steps have been outlined for 2022 with priorities.

**5.1.1.2.** ALL Report - assembled by Tricia - Toni talked the board through this report.

**5.1.1.3.** Year 6 Leaving Survey - both parents and children received the survey. Children - Camp and friends were the most memorable moments. Parents - bullying managed in positive way. No test results received. Unprovoked behaviours - process - discussion. Add to process - follow up call to parents.

**5.1.1.4.** OTJ Data - data tracked from 2016. For 2021 improvements across Reading, Writing and Mathematics.

**5.1.2. Living HEART**

**5.1.2.1.1.** Behaviour Report - refer to in committee

**5.1.2.2. Connecting HEART of the Community**

**5.1.2.2.1.** Creative in Schools Art Project - had success with application. Mural to be created next year ready to take to our new school. Every child will contribute to this art project.

5.1.2.2.2. Orchard in Schools Programme - another successful project and will be underway at the new school

5.1.2.2.3. Enviro School - sustainability - tried for many years. BAS has now been accepted. Programmes to be set up in 2023. PD will start later in 2022.

5.1.2.2.4. BAS current site to be farewelled as we leave.

5.1.2.2.5. Basketball uniforms purchase underway for early 2022.

### **5.1.3. NAGs**

5.1.3.1.1. No success for admin position - to advertise in term 1, 2022

5.1.3.1.2. DP position - refer to in committee

5.1.3.1.3. Vaccinations 5 - 12 year olds - discussion. Happy for school site to be used. Vaccinations would need to take place out of school hours.  
Discussion

**Motion** **K McKay**

*That the board is happy for the school to be used as a vaccination site out of school hours.*

**Carried**

5.1.3.1.4. Policy

## **5.2. Finance Report -**

5.2.1. Finance Report 30Nov21 - included in board folder - discussion

**Motion** **K McKay**

*That the 30 Nov21 Finance Report be adopted.*

**Carried**

5.2.2. Budget 2022 DRAFT - included in board folder

**Motion** **K McKay**

*That the draft budget with a deficit of \$153,011 as tabled be adopted for 2022.*

**Carried**

5.2.3. **Statement of Financial Position** - this is a requirement under Section 87 of the Education Act 1989 and our auditors will be looking for evidence that this budget has been approved by the Board.

**Motion** **K McKay**

*That the Board approves the inclusion of a budget for the 2021 Statement of Financial Position and a budgeted cash flow which is derived from the Board's 2021 operating and capital purchases budgets.*

**Carried**

## **6. POLICY:**

6.1. Theft & Fraud Policy - discussion - build Noella's suggestions into current policy. Bring back to February 2022 meeting.

## **7. BOARD OVERVIEW 2021:**

## **8. GENERAL BUSINESS:**

8.1. New School Preparation

## **9. PREVIOUS MINUTES:**

Minutes 25 November 2022 - Amend the wording on 5.3.4 and ratify at February 2022 meeting.

## **10. MATTERS ARISING:**


10.1. Nil

**11. Next meeting:**

11.1. Thursday 24 February 2022

11.2. Thursday 24 March 2022

The meeting closed at 6:45pm

Signed ..........K McKay, Chairperson