

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
OF BANKS AVENUE SCHOOL  
HELD AT THE SCHOOL ON THURSDAY 24 SEPTEMBER 2020 AT 6:15PM**



**1. PRESENT:**

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

**2. APOLOGIES:** Nil

**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. GUEST SPEAKERS / VISITORS**

**4.1. Shona Berry - Dallington Oscar Chair**

**4.1.1.** Shona to give and get update - 12m x 9m including verandah 11m. Includes ablutions and kitchen area. These dimensions are rated for 40 children. Presently at 35 children, with space for more children. Additional space is required if roll gets bigger than 40 children. Relocation costs are between \$15,000 - \$17,500 plus gst. Oscar would require TC2 foundations at a cost of \$80,000.

Question for BAS - is there space on BAS school land.

Question for MOE - is there additional space available for this use.

C Block is part of the BAS parcel of land.

Parcel of land between BAS and SIS is designated for a third school.

Shona to contact Gill Maher and Zoe at MOE to ask above questions. ***Toni to send contact details.***

**5. CORRESPONDENCE:**

As per the schedule

**Motion**

**K McKay**

*That the inwards correspondence be received.*

**Carried**

**6. REPORTS:**

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

**6.1.1. Active Learners at the HEART**

**6.1.2. Living HEART**

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- 6.1.2.1. Urgent Response Fund** - we have received \$18,500 which equates to 700 LST hours. We will use some of these hours in 2020 with the remainder carried over to 2021. More funds can be applied for in 2021.
- 6.1.2.2.** Our annual Māori hui is planned for term 4. We are also planning a Pasifika fona for our Pasifika families.
- 6.1.3. Connecting HEART of the Community**
- 6.1.3.1.** New school size is a big concern with our current school roll. Toni has been in contact MOE with expected non committal MOE responses to date.
- 6.1.3.2.** There have been no progress meetings for 12 weeks around the new school build.
- 6.1.3.3.** New school name and process for release to be finalised at this meeting.
- 6.1.3.4.** Build Dashboard Reports Version 1 and Version 2 are really disturbing. Kirk has talked to Sam Fowler at MOE and raised serious concerns regarding the changes in MOE commitment from earlier meetings and reporting around progress.
- 6.1.3.5.** Toni met with Gill Maher and Zoe MOE today. Walked around school. Room 4 roof caving, Room 1 floor threadbare, toilets stink, urinals either over watering or have no water at all. They were sympathetic to our course. Any money we spend is out of the new school budget. We need an Official Information Act (OIA) request on the budget for the new school, what we have spent on current repairs, what budget remains for the new school. No firm budget has ever been available. Next person to visit will be a doer looking at H & S issues.  
Gill said she will find out what needs to be done and said that she has access to some funds to help get these fixes done.

**Motion**

**K McKay**

*That the Board gives approval for Toni Burnside, Principal, to action an Official Information Act (OIA) request on new school build information and Kirk McKay, BoT Chair, action OIA on the old SBHS Hall information.*

**Carried**

**Action**

Information requested needs to be specific

**New School - Toni**

1. *Initial budget and any changes before the tender went out indicating when changes made and why they were made.*
2. *When was budget for new build set*
3. *Current budget for new build indicating each aspect of build process ie plan & design, demolition, landscaping.*
4. *Maintenance costs for current school - breakdown of costs and repairs and where the funds have come from ie financial impact on the new school budget?*

**Gym - Kirk**

5. *Engineers Report in digital format.*
6. *Any costings on gym to date and what budget has these funds come from.*

To send both Dashboard Reports to Sam at MOE with big question around the communication to date with BAS - **Kirk**

- 6.1.3.6.** Māori and Pacifica Slide Presentations - some powerful stuff on this site. Presentation very well done.
- 6.1.3.7.** Shirley Intermediate School - Board has changed their name. No consultation with the community. Effective 2021.

#### 6.1.4. NAGs

6.1.4.1. **Staffing 2021** - staffing entitlement has dropped for 2021. Started 2020 with 16 teachers. 2021 we will be staffed for 382 children and then we can apply for extra staffing in groups of 3 at a time once we surpass this number. We will start 2021 with 15 classes, some with bigger numbers. While junior school numbers have dropped we will have 200 in the senior school for 2021. One Kahikatea teacher may need to change positions. Decisions to be made.

6.1.4.2. **Property Manager** - we have appointed a new Caretaker/Property Manager/Gardener - Michael Bennett. He will start 5 October, week 2 of the school holidays.

**Motion** **K McKay**

*That the board ratify the appointment of our new Caretaker/Property Manager/Gardener, Michael Bennett.*

**Carried**

6.1.4.3. **Additional Staffing** - We have had no response from the MOE to our application for an additional 0.50FTTE staffing for 2021 to help with the transition to our new school. Very frustrating.

6.1.4.4. **Term Dates for 2021** - as per Toni's report

**Motion** **K McKay**

*That the term dates for 2021 as outlined in the Principal's report be ratified.*

**Carried**

6.1.4.5. **Dealing with Media** - very pertinent that this is on the table right now. All to view the webinar notes. TTT plus Kirk to be media trained.

6.1.4.6. **Health & Safety** - \$5,000 has been received from MOE for Covid consumable supplies.

6.1.4.7. **3 serious injuries at school this week and one child in the Oscar Afterschool Programme.** One investigated, nothing sinister with the others - all accidents.

6.1.4.8. **New School Name** - final discussion. Decision.

**Motion** **K McKay**

*That our new school name be Pareawa Banks Avenue School. This will become effective when we move to our new school.*

**Carried**

#### Action

Letter to community - **Kirk**

Rebranding process to begin.

6.1.4.9. **Strategic Planning Day with A1 Fone** - 10 October, 10:00am - 3:00pm for BoT members plus DPs, Leaders of Management, Leaders of Learning and Strategic Team Leaders.

#### 6.2. Wellbeing Report

6.2.1. Belinda has worked really hard to complete the required tasks and then report on progress. All year 5 & 6 students completed the survey. Tracey talked the board through this report. Pakipaki for Belinda from BoT....great report.

#### 6.3. Old SBHS Gym on New School Site - community release discussion

- What do the BoT want for the community and what would it cost?
- MOE obligations to community - none
- MOE obligations to make good on their promise.
- Gym is in its current state because MOE left it unprotected.
- What is MOE prepared to do to rectify the situation?
- What is MOE prepared to offer?

- MOE may not have the capability to fix the gym. A couple of options may have more traction.

**Motion**

**K McKay**

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That the board ratify the establishment of a Community Committee to manage the options and actions around saving the former SHBS Gym.

**Carried**

Community Committee BoT members: Kirk McKay, Glenn Bongartz and Michael Stewart.

Potential Community Members: Lianne Dalziel, Rob Smith, Phil Mauger, David Duffy, John Laurenson, James Daniels,

**Action**

Terms of reference to be developed - *Noella*

Thursday's meeting with MOE, time to be confirmed, is an information gathering exercise. Make the building safe and paint over graffiti, board the windows and paint the ply, secure the roof to prevent weather from causing further damage. Possibility to record the meeting.

**6.4. Finance Report -**

6.4.1. Finance Reports for 31 August 2020 in the meeting folder.

**7. PREVIOUS MINUTES:**

**Motion** **K McKay**

*That the minutes of the meeting held on 27 August 2020, be taken as read and are accepted.*

**Carried**

**8. MATTERS ARISING:**

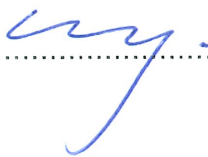
8.1. Nil

**9. Next meeting:**

9.1. Thursday 29 October

9.2. Thursday 26 November

The meeting closed at 8:45pm

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