

**BANKS AVENUE SCHOOL BOARD MEETING MINUTES  
FOR THURSDAY 25 NOVEMBER 2021  
HELD AT THE SCHOOL AT 6:15PM**



**1. PRESENT:**

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

**2. APOLOGIES:** Glenn Bongartz

**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:**

**4.1. Tracey Mora** - resignation. Received with sadness. Her contributions were acknowledged around the board table.

**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. **Maths PAT Report** - Year 3 - 6 - Toni talked the board through the progress for our Year 3 - 6 children this year. OTJ data to come. Results to be shared with teachers and leaders so children with needs are identified for targeted learning. OTJ data still to come.

5.1.1.2. **PAT Reading Report** - NZCER STAR Analysis 2021 - Toni talked the board through the report

5.1.1.3. **Classes for 2022** - are now complete. Lower numbers in the senior school. Junior school has some higher numbers. Discussion to be had around some year 3s moving into year 4 class to ease junior numbers.

5.1.1.4. **Cath King** has been appointed to Dudley for term 1, 2021.

**5.1.2. Living HEART**

5.1.2.1. **Sport Uniforms** - process is underway to purchase new sport uniforms.

5.1.2.2. **Kapa haka Uniforms** - the designs have been finalised and samples to be viewed shortly. We have received a \$5,000 grant from the Rata Foundation.

To ensure our children are able to wear the complete Kapa haka uniform early in 2022 we are asking that the balance of \$2,525 be funded from reserves.  
Discussion.

**Motion**

**K McKay**

*That the shortfall of \$2,525.00 needed for the purchase of Kapa haka uniforms be funded from reserves.*

**Carried**

5.1.2.2.1. Board Potential Candidates - To be invited to the March 2022 meeting. Board members are to prepare recorded interviews and these can be shared with our potential candidates.

**5.1.3. Connecting HEART of the Community**

5.1.3.1. **New School Update** - Quotes for new phones \$4,660, Whiteware \$14,027 and ICT for the hall sound system \$34,495, are in. Phones and Whiteware will be ordered and paid for in 2021 and held until we move to ensure there are no hold ups when the time comes..

**5.1.4. NAGs**

5.1.4.1. **Vaccinations** - potential termination process and guidelines are in the Board folder. These are to be read and will only be needed if required. .

**5.1.5. Principal Appraisal** - Executive summary in folder. Toni to investigate appraisers for 2022 and report back to the board. Lois Christmas is retiring this year so not available for future years.

**5.1.6. Fraud Policy** - Board to review from folder and ratify at December meeting.

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

**5.3. Finance Report -**

5.3.1. Finance Report 31 October 2021

5.3.2. Draft Budget 2022 - in folder.

5.3.2.1. Potential deficit of \$131,011 after depreciation. This includes:

5.3.2.1.1. 0.30FTTE \$27,000 Reading Recovery from reserves. MOE fund 0.30FTTE. Gives us 0.60FTTE for 2022.

5.3.2.1.2. 1 x LST at \$24,000 for 2022. Opportunity for a second. Discussion.

**Action**

1. That an additional LST at \$24,000 be included in the 2022 budget.
2. Board to review budget
3. Ratify at December meeting

5.3.2.2. Staff end of year lunch - lunch and 1st drink are on the board.

**5.3.3. Grant Motions**

**Motion**

**K McKay**

**That the following grant motions be ratified:**

*That the Board of Trustees of Banks Avenue School ratify the primary contact for the Aotearoa Gaming Trust from Tracey Mora to Jan Thompson and the Secondary Contact from Cath Blakemore to Toni Burnside.*

*That the Board of Trustees of Banks Avenue School ratify the application for funding to the Lion Foundation for the amount of \$15,517.00 for assistance with the purchase of 12 Scooter Racks and 6 Bike Racks for our new school.*

*That the Board of Trustees of Banks Avenue School ratify the application for funding to the One Foundation for the amount of \$3,302.83 for assistance with the purchase of 10 mini trampolines and 16 shoulder huggers.*



*That the Board of Trustees of Banks Avenue School ratify the application for funding to Pub Charity Ltd for the amount of \$15,625.00 for assistance with the purchase of 20 iPads and 10 Chromebooks.*

*That the Board of Trustees of Banks Avenue School ratify the application for funding to the NZ Community Trust for the amount of \$5,210.84 for assistance with the purchase of 48 Cookie Pads and 4 Cookie Stackers.*

*That the Board of Trustees of Banks Avenue School ratify the application for funding to the Air Rescue and Community Services for the amount of \$4,311.29 for assistance with the purchase of 12 low floor seats and 16 Hokki Stools.*

**Carried**

**5.3.4. ECSR (Eastern Community Sport and Recreation Incorporated)** - funding applications required to fund some of the capital works. Discussion. Proposal and costings for loan works to come back to the board for approval.

**5.3.5. Dallington Oscar** - plans for new building tabled. Costs \$300,000 + Not viable for BAS to be involved. Oscar will have one term to relocate once we move from our current site.

**6. BOARD OVERVIEW 2021:**

6.1. Board members to complete reviews

**7. PREVIOUS MINUTES:**

**Motion**                      **K McKay**

*That the minutes of the meeting held on 28 October 2021, be taken as read and are accepted.*

**Carried**

**8. MATTERS ARISING:**

8.1. Nil

**9. Next meeting:**

**9.1.** Thursday 16 December at 5:00pm

**9.2.** Thursday 24 February 2022

The meeting closed at 8:45pm

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