

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
OF BANKS AVENUE SCHOOL  
HELD AT THE SCHOOL ON THURSDAY 15 APRIL 2021 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:**

**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. Accelerated PD - attended two half day courses this term - targeted teaching and interventions. Identify small groups to accelerate progress and try different strategies.

**5.1.2. Living HEART**

5.1.2.1. Staff Wellbeing Survey - put together by the Wellbeing team. Will do at the end of each term now. Results broken down into teams - looking for trends.

5.1.2.2. Kāhui Ako Student Wellbeing Survey from Yr 4 - Yr 10 - over 3,000 students. Kāhui Ako data shared - break down for schools to follow.

5.1.2.3. Tuahiwi Workshops - two staff to attend. Board members invited to attend - 2 July at the Tuahiwi Marae - Kirk and Paul to attend.

**5.1.3. Connecting HEART of the Community**

5.1.3.1. Glenn attended the Kāhui Ako meeting checking the order of proceedings: Governance v Management v Steering Committee. Discussion. .

5.1.3.2. Kāhui Conference for all staff on Friday 4 June.

5.1.3.3. Counselling sessions have been funded by City Church since 2018. 46 students have received this support.

- 5.1.3.4. Schools wishing to join Kāhui Ako - discussion.
- 5.1.3.5. New School
  - 5.1.3.5.1. Logo decision - refer to May meeting
  - 5.1.3.5.2. Playground - design gone back to Matt and Riki as it is smaller than our current playground. Not an issue to make bigger.
  - 5.1.3.5.3. Uniform: Jackets - guaranteed that preferred jacket is waterproof and not just water resistant.
  - 5.1.3.5.4. Buying options - discussed. Will go out to families next term for their thoughts.
  - 5.1.3.5.5. Roll and Size - re out of zone numbers - meeting with Coralanne Childs MOE. Our OZ are high. MOE are asking us to stop taking out of zone siblings. This does not fit with our HEART Values. Most schools have around 10% Out of Zone children. Discussion. Kirk and Toni to look at the numbers involved. At what number would PBAS get the next pod built. Discussion  
As a consequence of the new school not being built big enough the BoT has the option to put a prefab on site. Costs to be considered. Keep children at the centre of our decision. The numbers are not that big.

**Decision;**

Keep the siblings of out of zone children and pay for an extra classroom. Keep good communication with our community. BoT to ratify out of zone position annually.

**Action:** Toni to set up next meeting with Coralanne Childs MOE, Kirk and herself

Create plan with families for next 5 - 10 yrs

Present plan to MOE - request to work together

Request from MOE official letter re roll size 375 for new build (Chris Callaghan)

Ask Matt for the official date of notice of school size.

Request MOE to check statistical data of in zone children not attending BAS. Asking for projected in zone numbers on open day of our new school based on other new schools in zone data. Local new housing has not been taken into consideration at this point.

5.1.3.6. **NAGs**

5.1.3.7. Sedular Education Letter - discussion. Letter to Bob acknowledging the work he does and how much we value him - **Kirk**

**5.2. Finance Report -**

**5.2.1. 31 March 2021**

5.2.1.1. Staffing overuse at -7.36 \$21,089. Credit of sick leave from 2020 will leave a small deficit for 2020 year end.

**Motion**

**K McKay**

*That the finance report be adopted.*

**Carried**

**6. POLICY:**

**6.1. School Year** - policy audit completed

**6.2. Medicines** - a minor tweak to policy - **Colleen**

**7. BOARD OVERVIEW 2020:**

**7.1. BoT** members encouraged to complete their audits

**8. GENERAL BUSINESS:**

**8.1.** New School Preparation

**8.2.** Camp RAMS - include Doctor name and phone number.

- 8.2.1. Let parent helpers know if 111 called it maybe a fire truck that attends
- 8.2.2. Restraint of child if required - conversation with parent helpers & identify who will do the restraint.
- 8.3. Shirley Boys Gym right of Access - Deed of lease required with Eastern Suburbs - Eastern Suburbs are trying to get temporary power to use turf. Repairs not signed off yet. Looking at Oct-Nov opening. Lighting and security cameras may be required. BAS my puit money in at the start for these and Eastern Suburbs pay BAS back over an agreed period.
- 8.4. Ferndale School - have heard to go in between gym & SIS or BAS and gym (where Oscar bldg going). We need confirmation.
- 8.5. Oscar - Shona and Kirk to meet to share thoughts. Building to be owned by school and leased to Oscar and market rates.
- 8.6. Turf has been repaired as result of vandalism.

**9. PREVIOUS MINUTES:**

**Motion**                    **K McKay**

*That the minutes of the meeting held on 25 March be taken as read and are accepted.*

**Carried**

**10. MATTERS ARISING:**


10.1. Nil

**11. Next meeting:**

11.1. Thursday 27 May

11.2. Thursday 24 June

The meeting closed at 8:30pm

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