

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF BANKS AVENUE SCHOOL
HELD AT THE SCHOOL ON THURSDAY 30 JULY 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

5. CORRESPONDENCE:

As per the schedule

Motion

K McKay

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

Carried

6. REPORTS:

6.1. Principal's Report – Toni Burnside

6.1.1. Active Learners at the HEART

6.1.1.1. PAT Listening report - Toni talked the board through this report.

6.1.1.2. PAT Maths and PAT Vocabulary results are in the folder. These will all be reported on at the end of the year. Good talking point at the Learning Conversations.

6.1.1.3. Creating and accessing student information across schools - discussion.

6.1.1.4. Mid Year Target Report - Toni talked the board through this report.

6.1.1.4.1. Team Totara had a Reading and Writing goal. They are pushing phonics in their team. This is the hardest year for learning with their young children with a shift towards play based learning.

6.1.1.4.2. Team Kahikatea has two Writing goals

6.1.1.4.3. Team Miro had Writing and Maths goals with their Maths goal results going to the MOE.

6.1.1.5. EEO Report - Adam talked the board through this report. No actions to take. 76% of staff completed the form.

6.1.2. Living HEART

6.1.2.1. Behaviour Report - refer to in-committee

6.1.3. Connecting HEART of the Community

6.1.3.1. New School -

6.1.3.1.1. Pattern Design for etchings around windows - Tamara, our Ngāi tahu representative is looking at this and will come back with some choices.

6.1.3.1.2. Sod Turning Ceremony at our new school site is coming up later this year. Toni to raise at the next build meeting to ensure all who need to be involved have time to prepare.

6.1.3.1.3. Colours - 3 meetings so far over colours. Process for this has been well paced.

6.1.3.1.4. Contractor - it is not known if a contractor has been appointed yet.

6.1.3.1.5. Time Capsule - dug up by contractors at the building site has been given back to SBHS - not due to be opened for another 80 years.

6.1.3.2. New Uniform - progress report available to board members. Next step is to talk to Uniform Manufacturers for styles and costings.

6.1.4. NAGs

6.1.4.1. Self Review - Kirk has talked to Al Fone regarding Strategic Development day for board members. Cost is \$750 per day. Budget \$1,000 for the day which includes refreshments. Toni is to ask the Leadership Team if they are able to come on either 3rd or 10th October. These are the two Saturdays in the school holidays.

6.1.5. Policies to be reviewed this month:

6.1.5.1.1. Learning Support

6.1.5.1.2. Appointment Procedure

6.1.5.1.3. Child Protection..

6.1.6. Phil Mauger, local MP, donation of \$2,500 to the school, acknowledged at the board table.

6.1.7. 1 July Roll Return has been completed and filed with the Ministry of Education.

6.2. Finance Report -

6.2.1. Finance Committee/Banked Staffing - met with Gavin Price banked staffing guru. A very good meeting and well worth it.

6.2.2. BDO Finding and Recommendations - Kirk talked through the recommendations from BDO Spicers Audit Report. There is assurance that all is in order and that the gaps became apparent with the disruption to the admin team due to sickness in 2019.

7. BOARD OVERVIEW 2020:

7.1. Surrender and Retention

7.2. Assurances and Policy Audits - this term board members are to start to work through policy audits. The process has been interrupted by the covid lockdown.

8. GENERAL BUSINESS: Nil

9. PREVIOUS MINUTES:

Motion K McKay

That the minutes of the meeting held on 26 June 2020, be taken as read and are accepted.

Carried

10. MATTERS ARISING:


10.1. Nil

11. Next meeting:

11.1. Thursday 27 August

11.2. Thursday 24 September

The meeting closed at 8:40pm

Signed.....K McKay, Chairperson