

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
OF BANKS AVENUE SCHOOL  
HELD AT THE SCHOOL ON THURSDAY 25 JUNE 2020 AT 6:15PM



**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

Neighbour requested to share costs of replacing fence. Toni has approached MOE.

ERO Report

BAS Investment Package

**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. Strategic Direction Survey Summary:** Good honest feedback from staff and community. Summary to be shared with BoT, staff and community via newsletter.

**5.1.1.2.** Staff / BOT / TOD to work together to refine these goals? Discussion Staff to flesh the ideas out. Need a strong base to work from. There is definitely real value for new board members to be involved.

**Action**

Contact Al Fone to book strategic meeting for BoT - 3rd or 10th October - *Kirk*

**5.1.1.3.** Assessment - Term 3 we will start catching up on assessments not completed due to Covid lockdown.

**5.1.1.4.** Next new entrant class to start week 4, term 3.

*cy.*

- 5.1.1.5. Administration Appointment - Lydia Hira has been appointed to the permanent part time Administration / Receptionist position.

**Motion**

**K McKay**

*That the appointment of Lydia Hira as Administration / Receptionist be ratified.*

**Carried**

**5.1.2. Living HEART**

- 5.1.2.1. **Learning Assistants** are currently doing internal professional development *teacher aides working together. Each will be working through modules depending on the areas of need.*

- 5.1.2.2. **Mix and Mingle Session** - parents / caregivers invited to catch up over a cupper. PTA may look at this as a regular event.

- 5.1.2.3. **Kapa haka and Pasifika** groups are up and running.

**5.1.3. Connecting HEART of the Community**

**5.1.3.1.**

- 5.1.3.2. **New School** - looking at colours next week....looking at neutral base colours with bold accents.. Mood boards to be viewed tomorrow. To meet with Ngai tahu to see if current panels in the library are appropriate for the new school and work through other areas of cultural interest.

- 5.1.3.3. **Uniform** - no result as yet. Information coming in. Report for next meeting.

- 5.1.3.4. **New School Name** - refer to in-committee minutes

- 5.1.3.5. **Attendance:** refer to report for the detail

**5.1.4. NAGs**

- 5.1.4.1. **Policy Audits** - Term 1 & 2 have been wiped due to all that has happened so far this year. Term 3 & 4 we need to get through the policy audits due. List of who is to audit and which policy is at the bottom of Toni's report.

- 5.1.4.2. **Behaviour Report** - includes PB4L, Tier 2 children included.

**5.2. Finance Report -**

- 5.2.1. **BDO Recommendations** - to be discussed next meeting. Move reports to the next meeting.

- 5.2.2. **May Finance Reports** - spending is down for this period due to covid and the lockdown. Significant funding has been spent on sanitizer type consumables which is not reclaimable via the MOE. Funded by school.

**Motion**

**K McKay**

*That report be taken as read and accepted.*

**Carried**

**6. GENERAL BUSINESS:**

**7. PREVIOUS MINUTES:**

**Motion**

**K McKay**

*That the minutes of the meeting held on 28 May 2020, be taken as read and are accepted.*

**Carried**

**8. MATTERS ARISING:**

8.1. Nil


**9. BOARD ONLY BUSINESS:**

- 9.1. **Policy Review for all members** - Term 2 - BoT to School Docs and complete reviews.
- 9.2. EEO - Adam
- 9.3. Send reminders for PTA meetings Adam for July - *Colleen*

**10. Next meeting:**

- 10.1. Thursday 30 July

The meeting closed at 8:25pm

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