

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
OF BANKS AVENUE SCHOOL
HELD AT THE SCHOOL ON THURSDAY 29 OCTOBER 2020 AT 6:15PM**



1. PRESENT:

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

2. APOLOGIES: Noella Gould

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

- 4.1.** MOE Coralanne Childs Roll/Rebuild response - discussion. MOE states 410 in zone available in our catchment so why are we not being built for these catchment numbers? Riki Edmonds is proving his worth as a contact for BAS.

Action

Email response from BoT to clarify points and reiterate concerns around roll and rebuild capacity -

Toni

- 4.2.** Georgie Roborgh - request for leave for 2021 - discussion

Motion

T Burnside/K McKay

That the Board ratify leave for Georgie Roborgh for the 2021 school year. This leave will be taken as Leave Without Pay.

Carried

- 4.3.** Chelsea Roycroft's resignation was read and accepted by the BoT. Chelsea is a treasured teacher and will be sorely missed and we wish her well. She will be farewelled at the end of the year.
- 4.4.** Mary-Ellen Retirement - will also be farewelled at the end of the year after completing a number of years in Reading Recovery.
- 4.5.** Cath King will take Helen Stowers class while she is on leave for 1st 8 weeks of term 1, 2021. She will then be in a position to take up the new entrant class.
- 4.6.** MOE OIA Request - MOE have extended the delivery date of information. Not a surprising response.

Motion

K McKay

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

Carried

5. REPORTS:

5.1. Principal's Report – Toni Burnside

5.1.1. Active Learners at the HEART

5.1.1.1. Professional Development -

5.1.1.1.1. Helen and Abby attended a two day Autism Course. A very positive 2 days with lots to bring back and share with colleagues.

5.1.1.1.2. In Class Support moderation day - Needs far outway supply. Very unsettling for Tricia who attended.

5.1.2. Living HEART

5.1.2.1. Words Staff Used to Describe BAS - good exercise with some good ideas coming. Will go through this on teacher PD day.

5.1.2.2. BoT to come up with something to acknowledge staff in some way. Bring back to the next meeting. Court Theatre?. Start of Year Event event? Maybe some ideas from Toni's new book?

5.1.3. Connecting HEART of the Community

5.1.3.1. Whānau hui and Fono planned for this term. Helen S is organising these events. BoT attendance is welcome.

5.1.3.2. 0.50 FTE additional support - application in with Hone, MOE, since Feb with no response to date. Riki Edmonds has informed Toni there is \$50,000 in the build budget for support. This is a surprise and the first Toni has heard about this. These funds will be put to good use.

5.1.3.3. Uniform Review - Jen and her team have done a great job. Report in folder. Discussion. Could remove logos from sweatshirt and polo fleece - refer to next meeting. BoT would like to see the samples and costs - Jen to present samples & costings to the November meeting. *Toni to liaise with Jen*

5.1.4. NAGs

5.1.4.1. Strategic Summary 2021-2025 presented - discussion. Use the correct new school name on the document. Toni to take back the leadership team to unpack looking for smart goals across the next 4 years looking for measurable data.

5.2. Finance Report - 30 September 2020 reports in the folder for members to view.

5.3. POLICY:

5.3.1. Inclusive Education Policy - changes in folder

5.3.2. Medicines Policy - changes in folder

Motion

K McKay

That the Inclusive Education Policy and the Medicines Policy, with two minor amendments be ratified.

Carried.

Action

To go into the school newsletter that two policies have been reviewed. To view full policy go to schooldocs - *Toni*

6. NEW SCHOOL:

6.1. Monday 19 October - new build meeting took place at BAS. The following was noted:

6.1.1. The budget is overspent.

6.1.2. There is a list of items dropped from build. To look at items to pull back into build.

6.1.3. No confidence or trust in MOE. Discouraging meeting. A lot of time and work wasted.

6.1.4. Need clarity on what is going and what is staying.

- 6.1.5. Heating system needs clarity. Heat pump school wide system with one large exterior main unit or radiator option that was not on offer until this meeting.
- 6.1.6. It takes 16 months to build a school not 12 months as we had been advised by MOE..
- 6.1.7. The earliest we could move in will be mid 2022.
- 6.1.8. Maintaining current site - Riki has appointed a minor works team.
 - 6.1.8.1. Gill Maher & Melissa Jarvis - to meet Toni next week with Gill Maher to identify key problems and MOE will manage these.
 - 6.1.8.2. Change scheduled meeting from Wednesday 4 November to either Tuesday 3 November or Thursday 5 November at same time and Mike Stewart to attend - **Toni**
 - 6.1.8.3. We have been assured by MOE the costs to maintain the current site will not come out of new school build funds.
- 6.1.9. BoT to have special meeting to discuss what is negotiable and what is not around new school build.
 - 6.1.9.1. Toni to invite Tracey and Tricia
 - 6.1.9.2. Meeting set for Monday 2 November at 6:00pm. All to attend.
- 6.1.10. Gym - Sam Fowler - working to reinstate gym. Independent Project Manager to get back to 2019 condition. Turf could be available straight away. Weights room needs work. We could potentially put funds in to assist repairs.

7. BOARD OVERVIEW 2020:

- 7.1. Board members reminded to check the overview form and action reviews and audits - **All BoT Members**

8. PREVIOUS MINUTES:

8.1. Amendment in minutes:

- 8.2. *Shirley Boys Gym Committee named 77North Committee.*

Motion **K McKay**

That the minutes of the meeting held on 24 September 2020, with the above amendment, be taken as read and are accepted.

Carried

9. Next meeting:

- 9.1. Thursday 26 November
- 9.2. Tuesday 15 December

The meeting closed at 8:45pm

Signed.....K McKay, Chairperson