

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 24 July 2019 at 6.00 p.m.

PRESENT: Lisa Robertson, Darryl Goldsack, Dave Honiss, Mavis Glasgow, Sarah Herring, Andrew Maunder, Brandon Foster.

1. APOLOGIES: Nil

2. BOARD MOTIONS: Nil

3. ADMINISTRATION

- **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 26 June 2019 were taken as read and signed as a true and correct record by Darryl Goldsack.

Matters Arising:

Nil

Moved: Darryl Goldsack

Seconded: Andrew Maunder

- **Correspondence**

The correspondence was read to the meeting by Mavis Glasgow.

Matters Arising:

4. MONITORING:

a. Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

Moved: "That the Year 8 Camp to Wellington to be approved, the Year 6/7 Camp to Peter Snell Village at Whangaparaoa be approved and the Year 5 Camp to Willow Park, Eastern Beach be approved".

Moved: Mavis Glasgow

Seconded: Dave Honiss

Mavis tabled a report on the 2019 Mid Year Achievement Levels of students in Year Levels in Reading, Writing and Mathematics. A discussion took place on how the Curriculum levels were used were arrived at. Individual student levels have been communicated to parents in the mid-year reports.

Moved: Mavis Glasgow

Seconded: Brandon Foster

b. Staff Report

There was no staff report. Lisa Robertson reported back on the Reading Recovery Conference she attended in the last school holidays.

Matters Arising:

Nil

Moved: Lisa Robertson

Seconded: Sarah Herring

c. Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack.

Matters Arising:

Darryl performed a check on the exterior of the school during the school holidays and has written some jobs in the caretaker's book.

An outside firm has also visited to do an asbestos report for the school.

Moved: Darryl Goldsack

Seconded: Dave Honiss

d. Financial Report

Payments amounting to \$19607.08 were ratified and approved.

Matters Arising:

Nil

Moved: Brandon Foster

Seconded: Andrew Maunder

5. GENERAL BUSINESS

UPDATE OF ROOFING PROJECT

Darryl updated the Board on the roofing project. The poor weather during the holidays meant the project was not completed by the end of the holidays. All work should be completed by the end of the first week of Term 3.

BOT CONSULTATION WITH COMMUNITY

The Board reviewed the 2017 community survey and revised/deleted/added questions for this year's community survey. Revised survey to be typed up for BOT to finalize at next meeting.

Decision to offer two \$50 movie vouchers to be inventive to complete was made if 70% return was met.

SCHOOL VALUES

A homework exercise was put out at the end of term 2 for the community to identify the values each family thought the school should use. Mavis tabled a word cloud made from the suggestions received. The members brainstormed acronyms to encompass the values the school wished to portray. Mavis to type up and present to the staff for their suggestions. Decision to be made at the next meeting.

BOT NEWSLETTER

A full Board photo was taken. The Board newsletter will be published Monday 30 July. Lisa to organise.

AFTER SCHOOL CARE UPDATE

The Ministry have asked for an updated application which has been completed.

Darryl and Mavis have had a discussion with Paul from Kelly Club regarding the revenue share – 10% Programme Fee Turnover and the length of term of the contract.

Kelly Club to visit on Thursday 8th August 1.30p.m. with prospective candidates to run the programme. All Board welcome. Sarah & Darryl agreed to attending at this stage.

PTA FACEBOOK PAGE

Sarah agreed to take over the Board support with the PTA Facebook page and has obtained the administration password. Mavis is also a member. Sarah also agreed to represent the Board at PTA meetings

Dave agreed to become a member with Mavis on the Quarry community group.

MEETING ACTION PLAN

Action Plan has been updated and will be added to after each meeting.
Please check this and complete any outstanding actions.

7. MEETING CLOSURE

- **Evaluation** – Members completed evaluations and returned these to Sarah for analysis.
- **Preparation for next meeting** – No items discussed.
- **Meeting closed at 8.25p.m.**

NEXT MEETING: Wednesday 14 August 2019 at 6.00 pm Board Room.

_____ **Signed: Chairperson**

_____ **Date**