

## **BUCKLAND SCHOOL'S BOARD OF TRUSTEES**

### ***Minutes of Meeting held on 24 June 2020 at 6.00 p.m. in Boardroom***

- 1. PRESENT: Lisa Robertson, Darryl Goldsack, Mavis Glasgow, Sarah Herring, Andrew Maunder, Brandon Foster, Dave Honiss**
- 2. APOLOGIES: Nil**
- 3. BOARD MOTIONS: Nil**
- 4. ADMINISTRATION**
  - Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 27 May 2020 were taken as read and were signed as a true and correct record by Darryl Goldsack.

#### **Matters Arising:**

- Survey regarding animal entries for Ag Day to be put on hold until next term depending on Alert Levels. Entries to open at the beginning of Term 3.

**Moved: Darryl Goldsack**

**Seconded: Mavis Glasgow**

- **Correspondence**

The correspondence was read to the meeting by Sarah Herring.

#### **Matters Arising:**

- Response to letter of offer for student accepted from out of zone at last meeting received but has not yet enrolled.

**Moved: Sarah Herring**

**Seconded: Dave Honiss**

#### **4. MONITORING:**

##### **Principal's Report**

The Principal's report was tabled by the Principal.

#### **Matters Arising:**

- Applications for the LSC position have been completed. Selection Committee comprising of Mavis, Darryl and Merillees Nicholls (Principal of Pukekohe East School); recommend that Charlotte Tildesley be appointed to the position of Learning Support Co-ordinator.

**Moved: "That this appointment be ratified by the Board"**

**Moved: Darryl Goldsack**

**Seconded: Mavis Glasgow**

- Mavis discussed the possibility of the school offering parents BYOD option. A policy, personal device agreement, an updated Responsible Use of Digital Technologies agreement and Frequently asked Question about BYOD were presented. Andrew to look into device policies at other schools.

- A farewell morning tea for Alisa Howard will be held on Thursday 2 July. The Board discussed a gift as Alisa has been employed by the school for 20 years.
- Tracey Van Gessel has been employed as a teacher aide for 17.5 hours per week.

**Moved: "That this appointment be ratified by the Board".**

**Moved: Mavis Glasgow**

**Seconded: Sarah Herring**

### **Staff Report**

Lisa Robertson presented the Staff report

#### **Matters Arising:**

- A discussion took place regarding a review of how procedures worked during Alert Levels 3 & 4. Mavis to run a session with staff at the next staff meeting to look at the positives and what the school wishes to continue with.

**Moved: Lisa Robertson**

**Seconded: Dave Honiss**

### **Health & Safety Report**

The Health & Safety Report was tabled by Darryl Goldsack.

#### **Matters Arising:**

Nil

**Moved: Darryl Goldsack**

**Seconded: Dave Honiss**

### **Financial Report**

Payments amounting to \$38,070.65 were ratified and approved.

#### **Matters Arising:**

- Credit cards for Mavis and Sarah have been activated. Cards to be kept in the school safe when not being used.

**Moved: Brandon Foster**

**Seconded: Andrew Maunder**

## **5. GENERAL BUSINESS**

### **COVID-19 UPDATE / PLANNING**

- Matters were discussed during the Principal's Report and Staff Report.

### **VALUES LOGO**

Sarah had previously emailed the concepts for the new school values logo to each board member. The Board chose 2 designs and discussed changes. Sarah to continue work with the designer and bring back to the next meeting. Following initial changes consultation to take place with school Kaumatua.

### **FRIENDSHIP SEAT**

Payment to be organised asap. Shipping date will be advised once payment has been received. Sarah to arrange shipment to Darryl's home. Decision to be made on positioning in the school grounds once the seat has arrived.

### **10YY PROPERTY PLAN UPDATE / DISCUSSION**

- Repairs need to be made to the senior playground. Darryl had representative from Playground People look at existing playground. PP representative suggested that posts may need replacing within the next five years. Plans and costings for a new playground were presented by Darryl. An

initial discussion took place regarding timing and funding. The balance bridge to be replaced with a balance beam as soon as possible.

- Property Plan still hasn't been finalised. Mavis and Darryl met with MOE property adviser who is to discuss with other Ministry personnel and advise if further changes need to take place.
- A property sub-committee was formed comprising of Darryl, Mavis, Lisa and Brandon.
- Tiger Turf for back court. It was decided to use \$18,000 of the PTA donation. Two quotes have been obtained. Property sub-committee to decide which quote to accept.

**Moved: "That we request the use of up to \$40,000 from school funds from the Ministry of Education."**

**Moved: " That subcommittee sign off on the Property Plan if completed before the next BOT meeting."**

**Moved: Darryl Goldsack**

**Seconded: Dave Honiss**

#### **AG DAY**

Item was discussed in Matters Arising from Previous minutes.

#### **FUNDRAISING – PURPOSE OF FUNDS HELD**

- Thank you letter to be written to PTA for their recent donation of \$28,000. Letter to advise how we will use the funds.

#### **MEETING ACTION PLAN**

- Nil

#### **7. MEETING CLOSURE**

- **Evaluation** – Members to complete evaluations and send to Sarah.
- **Preparation for next meeting** – Nil
- **Meeting closed at 8.25 pm**

**NEXT MEETING: Wednesday 29 July 2020 at 6.00 pm in the Board Room.**



**Signed: Chairperson**

25/06/2020 Date

