

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 29 July 2020 at 6.00 p.m. in Boardroom

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

The Minutes of the last meeting held on 24 June 2020 were taken as read and were signed as a true and correct record by Darryl Goldsack.

Matters Arising:

- Nil

Moved: Darryl Goldsack

Seconded: Mavis Glasgow

- **Correspondence**

The correspondence was read to the meeting by Sarah Herring.

Matters Arising:

- Nil

Moved: Sarah Herring

Seconded: Dave Honiss

4. MONITORING:

Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

- Questions on the Vistab to be altered.
- 15 Staff members took part in a First Aid Course.
- Simulated lockdown to take place on Friday 31 July.
- Mavis has met with Stephen from Noel Leeming regarding BYOD. Proposal wasn't received in time for the meeting. Mavis to forward to Board Members when proposal received.

Moved: Mavis Glasgow

Seconded: Darryl Goldsack

Staff Report

Lisa Robertson presented the Staff report.

Matters Arising:

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Moved: Lisa Robertson

Seconded: Sarah Herring

Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack.

Matters Arising:

Nil

Moved: Darryl Goldsack

Seconded: Andrew Maunder

Financial Report

Payments amounting to \$29,321.11 were ratified and approved.

Matters Arising:

- Financial Auditors for 2019 to visit on 13 August. Once report is finalized to be sent to Ministry and placed on our website for our community.

Moved: Darryl Goldsack

Seconded: Andrew Maunder

5. GENERAL BUSINESS

CURRICULUM UPDATE – DIGITAL TECHNOLOGY

- Matthew Taylor presented the Digital Technology Report to the Board through the use of a powerpoint and attached video clips.

VALUES LOGO

The designer has worked on the suggestions from the last meeting. Sarah presented the reworked designs. Two more changes can be made if necessary. Designs are to be shown to the school's Kaumatua followed by consultation with the school Maori community before more changes are made.

FRIENDSHIP SEAT

Friendship Seat is in transit. Darryl to attach plaque once it has arrived. Date for blessing to be finalised at the next meeting or earlier through agreement via email with BOT members and guests.

MID YEAR CURRICULUM LEVEL REPORT

Mavis presented and spoke to the Mid Year Curriculum Level Report for 2020.

DISCUSSION ON FIXTURES/VISITS FOR THE REST OF THE YEAR

A discussion took place regarding class trips and events for the rest of 2020. The financial aspect was discussed. Any fundraising is to benefit the whole school for activities for the rest of the year. Lisa to ask Teams to advise what activities they would like to do between now and the end of the year. No overnight activities to take place.

HEALTH & SAFETY POLICY ORGANISATION FOR REVIEW

School Policies have been put on the google drive. Board Members to mark which policies they will be reviewing.

BOARD COVID SURVEY REVIEW

Not all questionnaires have been returned. Item will be discussed at the next meeting.

KELLY CLUB HOLIDAY & BEFORE SCHOOL PROGRAMME

A discussion took place regarding Kelly Club running a school holiday programme. Discussions to take place with the Franchise Head Office regarding the school's percentage for the use of the school hall. Application to be put to the Ministry for before school care and a holiday programme after discussion.

AG DAY

Planning for the day to take place at the next meeting when number of contestants is known.

PROPERTY PLAN UPDATE

- Property Plan has been submitted to the Ministry.
- Forms have been submitted to the Ministry for the staffroom extensions.
- Tiger Turf application is with the Ministry.
- Approval for a larger Portacom has been given and project is out for tender now. Darryl Goldsack is intending to tender for the project and has declared a conflict of interest and will take no part in the decision making for the project. Mavis Glasgow and Lisa Robertson will review the tenders with Watershed.

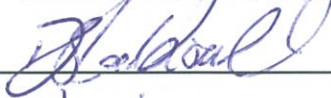
MEETING ACTION PLAN

- Term 3 Board Newsletter – Sarah and Lisa to organise.

7. MEETING CLOSURE

- **Evaluation** – Members to complete evaluations and send to Sarah.
- **Preparation for next meeting** – Nil
- **Meeting closed at 8.04 pm**

NEXT MEETING: Wednesday 26 August 2020 at 6.00 pm in the Board Room.



Signed: Chairperson

2/9/20

Date

Change to October BOT Meeting Thursday 22 Oct.

Change to November BOT Meeting to Thursday 19th Nov.