

**BUCKLAND SCHOOL BOARD**

***Minutes of Meeting held on 8 December 2021 at 6.00 p.m.***

***via Google Meets***

**PRESENT:** Darryl Goldsack, Lisa Robertson, Mavis Glasgow, Brando Foster  
Dave Honiss, Sarah Herring, Andrew Maunder, Glenis Mills (Minute  
Secretary)

**1. APOLOGIES:** Nil

**2. BOARD MOTIONS:** Nil

**3. ADMINISTRATION**

**Confirmation of Minutes from Previous meetings**

The Minutes of the last meeting held on 24 November 2021 were read to the meeting and will be signed as a correct record by Darryl Goldsack.

**Matters Arising:**

- Security Cameras –
  - Sarah has spoken to several schools – most popular security camera systems were Swan or monitoring by security company.
  - Darryl to ask Securi-Com for a quote either using hard drive or cloud storage and a lead time for installation.

**Moved: Darryl Goldsack**

**Seconded: Dave Honiss**

**Correspondence**

The correspondence was read to the meeting by Mavis Glasgow.

**Matters Arising:**

- Letter of resignation has been received from Matthew Taylor

**Moved: Mavis Glasgow**

**Seconded: Sarah Herring**

**4. MONITORING:**

**Principal's Report**

The Principal's report was tabled by the Principal.

**Matters Arising:**

- School accountant has made changes to the 2020 audit as requested by Jolly Duncan & Wells. Still awaiting JDW to finalise.
- No contact has been received from the new 2022 auditors.
- Application for Localised Curriculum was successful.
- Kelly Club – no holiday programme. They will reopen on the first day of term 1 2022.
- Programme Maintenance surveying school Thursday 16 December. Cleaning and touch up painting starts on 10 January.

**Moved: Mavis Glasgow**

**Seconded: Brandon Foster**

### **Health & Safety Report**

The Health & Safety Report was tabled by Darryl Goldsack.

#### **Matters Arising:**

- Fence around court tiger turf to be repaired and tightened over school holidays.
- Caretaker has been asked to perform end of year checks.

**Moved: Darryl Goldsack**

**Seconded: Dave Honiss**

### **Financial Report**

Payments amounting to \$12,643.99 were ratified and approved.

#### **Matters Arising:**

- IT Consultant budget to be raised. Internet security will need to be updated before school holidays.
- \$50,000 to be added to budget for senior playground upgrade.
- \$50,000 to be added to budget for staffroom upgrade.
- Darryl to obtain quote to cover back court
- CO<sup>2</sup> meter to be hired early in term 1 to check levels
- Asset Impairment

**Moved: "The Board minutes that the assets show no visual impairment. Damaged and unusable items have been written off the asset register."**

**Moved: Brandon Foster**

**Seconded: Mavis Glasgow**

**Moved: Brandon Foster**

**Seconded: Andrew Maunder**

## **5. GENERAL BUSINESS**

### **Staff Curriculum Reports**

- Lisa spoke to the meeting regarding Reading Recovery in 2021 and 2022. All but 1 child will carry on in 2022.
- Early Childhood Literacy Support – Lisa to co plan/teach with classroom teacher of 5 year old children.

### **Covid Update – Traffic Light System for 2022**

- Mavis spoke about the Traffic Light System document sent out by the MOE. The document has been forwarded to staff and the Board Members.

### **Staffing 2022**

- Applications for a Year 5/6 teacher close on 13 December. Interviews to take place on either 16 or 17 December.
- Interview committee to comprise of Mavis, Andrew, a member of the SLT and possibly Brandon if work commitments allow.
- Exit survey to be offered to teachers who are leaving. Brandon to provide survey template.

### **Property**

- Repricing of staffroom project has not been received yet.
- Still awaiting MOE approval of Property Plan.
- Disabled bathroom – Darryl to sign off. Plans and consents need to be finalised.
- Darryl has asked for ramps to be built over the holidays – no response to date.
- The deadline for the staffroom extension has been moved to June 2022 by the MOE.

### **BOT Newsletter**

- Sarah to redo draft to include ideas discussed. Newsletter will be sent out with the school newsletter on 13 December.

### **MEETING ACTION PLAN**


- No response from Anglican Church regarding the sale of the land
- SchoolDocs have been signed off.

## **7. MEETING CLOSURE**

### **Preparation for Next Meeting**

**Meeting closed at 7.35 pm**

**NEXT MEETING: Special Meeting 10 February at 6.00pm  
Full Board Meeting 23 February at 6.00pm**

 \_\_\_\_\_ **Signed: Chairperson**

23/2/22 \_\_\_\_\_ **Date**