

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 14 February 2018 at 6.00 p.m.

PRESENT: Mavis Glasgow, Lisa Robertson, Darryl Goldsack, Liz Roozendaal
Hannah McCarthy, Andrew Foote, Andrew Tautari

1. APOLOGIES: Nil

2. ELECTION OF CHAIRPERSON

Hannah McCarthy vacated the Chair.

Mavis Glasgow took the Chair and called for nominations for Chairperson.

Hannah McCarthy was nominated by Andrew Foote, Seconded by Darryl Goldsack

Hannah McCarthy was elected Chairperson unopposed.

3. BOARD MOTIONS:

Nil

4. MONITORING:

a. Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

- Still awaiting Auckland City Council arborist to approve removal of tree from senior playground.
- Suggestion that next year the BOT BBQ and Swim be held after the class meetings.
- Parents' survey on writing started 12 February, closes 23 February.
- Lisa to oversee BOT Newsletter for Term 1. Please forward items to Lisa for this.
- National Standard data from 2017 was presented and discussed. Due to abolishment of National Standards data no longer needs to be sent to the Ministry.

Moved: Mavis Glasgow

Seconded: Liz Roozendaal

b. Staff Report

The Staff Report was tabled by Lisa Robertson

Matters Arising:

Lisa explained the course all teachers attended during the holidays on Cultural Responsiveness..

Moved: Lisa Robertson

Seconded: Andrew Tautari

c. Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack. All jobs were up to date.

Matters Arising:

Nil

Moved: Darryl Goldsack

Seconded: Lisa Robertson

d. Financial Report

Payments amounting to \$83305.66 were ratified.

Matters Arising:

- Andrew Foote tabled and spoke to the 2018 draft Budget. Deficit amount was accepted.

Moved: "That the 2018 Budget be approved".

Moved: Andrew Foote

Seconded: Liz Roozendaal

- Payment was made to Plum Construction Ltd of \$131012.60 was paid 14 February.

Moved: Andrew Foote

Seconded: Mavis Glasgow

4. GENERAL BUSINESS

PRINCIPAL'S SABBATICAL

A discussion took place regarding the Principal's sabbatical in term 2. The Board decided to ask each Deputy Principal if they would like to be offered an interview for Acting Principal in Term 2. Hannah, Liz and Andrew T to conduct interviews if required. Liz to check Teacher's Collective Agreement and report back.

COMMUNITY SURVEY

Liz spoke to the Board about the Community Survey. Results are not ready to be presented to the staff or community yet. Liz and Andrew T to analyse the themes for inclusion in the Charter. Feedback to Mavis by 21 February.

CHARTER / STRATEGIC PLAN

Draft Strategic Plan was tabled. Plan to be completed once feedback from the Community Survey has sent to Mavis. Mavis to send to Ministry by 28 February.

PROPERTY – SIGN/BUILDING PROJECT

- Still awaiting a better graphic for the sign. Mavis and Hannah to suggest a graphic designer who could be used. Darryl to contact Counties Power regarding installation.
- Issues with Auckland Council and contractors have held up the upgrade to Block 1. Cladding has been removed. Interior upgrade to commence end of this week.
Thanks to Darryl for the time spent in school dealing with the builders, contractors and project manager. The Board also appreciate the staff for their patience with the building project.

ANALYSIS OF VARIANCE

Mavis tabled and presented a report on Analysis of Variance for Writing and Mathematics. Report to be forwarded to the Ministry.

MEETING ACTION PLAN

New Action Plan to be set up for 2018.

5. ADMINISTRATION

- **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 6 December 2017 were taken as read and signed as a true and correct record by Hannah McCarthy.

Matters Arising: Nil

Moved: Hannah McCarthy

Seconded: Darryl Goldsack

- **Correspondence**

The correspondence was read to the meeting by Mavis Glasgow.

Matters Arising:

Nil

Moved: Mavis Glasgow

Seconded: Hannah McCarthy

- **Meeting Dates**

March 14

April 11

May 23

June 20

August 15

September 19

October 17

November 7

December 5

Mavis to put dates on Google Docs.

6. MEETING CLOSURE

- **Evaluation** – Members to complete evaluations, return to Andrew T for analysis.
- **Preparation for next meeting** – no items discussed.
- **Meeting closed at 8.02 p.m.**

NEXT MEETING: March 14 2018 at 6.00 pm in the School Boardroom

Signed: Chairperson