

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 20 June 2018 at 6.00 p.m.

PRESENT: Hannah McCarthy, Darryl Goldsack, Lisa Robertson, Angela Lindgreen, Andrew Tautari

APOLOGIES: Liz Roozendaal

ABSENT: Mavis Glasgow (sabbatical)

1. BOARD MOTIONS:

Moved: "That Andrew Foote be removed from the Finance Portfolio".

Moved: Hannah McCarthy

Seconded: Andrew Tautari

2. MONITORING:

a. Principal's Report

The Principal's report was tabled by the Acting Principal.

Matters Arising:

Nil.

Moved: Angela Lindgreen

Seconded: Darryl Goldsack

b. Staff Report

The Staff Report was tabled by Lisa Robertson.

- Angela presented and spoke to the SENCO Report

Matters Arising:

Nil

Moved: Lisa Robertson

Seconded: Angela Lindgreen

c. Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack

Matters Arising:

The Health & Safety book was up to date.

Moved: Darryl Goldsack

Seconded: Angela Lindgreen

d. Financial Report

Payments amounting to \$35,467.40 were ratified.

Matters Arising:

Nil

Moved: Hannah McCarthy

Seconded: Darryl Goldsack

4. GENERAL BUSINESS

POLICY REVIEW

- Stand Down and Suspension Policy – will need to be rewritten and put on google docs for members to look at.
- Smoke Free Policy – small changes to be made for next meeting.
- School Terms, Hours, Holidays Policy – small changes to be made for next meeting.
- Uniform Policy – will sign off at next meeting.

MID YEAR REVIEW – MATHS AND LITERACY

Angela tabled a review of maths and literacy mid-year results based on curriculum levels.

STAFF CLIMATE SURVEY

Preparation to begin on the Staff Climate Survey. The staff asked that the survey be shorter, no leading questions, survey to be anonymous and that the last question be open for any other comments. Sub-committee to be formed to prepare questions and put on google docs then members to meet to finalise. Survey to be given to staff week of 6 August.

PROPERTY UPDATE

Work has recommenced on the block 1 building project. A new project manager has been appointed from within Watershed. Ceiling painting and heat pumps were missed from the new contract. Darryl is continuing to investigate. Handover for classrooms is scheduled for 2nd week of term 2. Toilet upgrades will commence last day of this term and are scheduled to be finished by the end of the holidays.

MEETING ACTION PLAN

Hannah to share the paper copy of the links which wouldn't open from the Health & PE presentation tabled at the last meeting.

5. ADMINISTRATION

- **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 23 May 2018 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 Andrew Tautari.

Matters Arising:

The contract for auditing is up for renegotiation.

Moved: "That we remain with Jolly Duncan & Wells for the financial audit".

Moved: Hannah McCarthy

Seconded: Andrew Tautari

Moved: Angela Lindgreen

Seconded: Hannah McCarthy

6. MEETING CLOSURE

- **Evaluation** – Members to complete evaluations, return to Andrew T for analysis.
- **Preparation for next meeting** –
- **Meeting closed at 7.48 p.m.**

NEXT MEETING: August 15 2018 at 6.00 pm in the School Boardroom

_____ **Signed: Chairperson**