

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 17 October 2018 at 6.00 p.m.

PRESENT: Hannah McCarthy, Lisa Robertson, Liz Roozendaal, Dave Honiss,
Mavis Glasgow

APOLOGIES: Andrew Tautari, Darryl Goldsack

1. BOARD MOTIONS: Nil

2. MONITORING:

a. Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:
Nil

Moved: Mavis Glasgow

Seconded: Hannah McCarthy

b. Staff Report

The Staff Report was tabled by Lisa Robertson.

Matters Arising:

- Thank you to Lisa Robertson for sourcing the birds for the classrooms and Darryl for the native wood and for putting them up outside the classrooms.
- Literacy Review will be presented at the next meeting.

Moved: Lisa Robertson

Seconded: Mavis Glasgow

c. Health & Safety Report

The Health & Safety Report was tabled by Mavis Glasgow. Health & Safety book was up to date.

Matters Arising:
Nil

Moved: Mavis Glasgow

Seconded: Lisa Robertson

d. Financial Report

Mavis presented the financial report. Payments amounting to \$27352.97 were ratified.

Matters Arising:

Mavis has spoken to our accountant. We will be using Zero in the future and will therefore pay the monthly charges. Tony to organise with Glenis a training day and depending on work load months/previous will be entered.

Moved: Mavis Glasgow

Seconded: Dave Honiss

4. GENERAL BUSINESS

REVIEW OF CURRICULUM POLICIES

The Curriculum Policies were reviewed by members prior to the meeting and changes were discussed.

Moved: "That the Curriculum Policies be approved subject to the changes discussed".

Moved: Mavis Glasgow

Seconded: Hannah McCarthy

BUDGET 2019 BOT IDEAS FOR INCLUSION

Mavis invited members to email ideas for inclusion in the 2019 budget. Please have any suggestions to Mavis before the next meeting. Staff have also been asked for their input.

STAFFING – APPOINTMENTS 2019

12 applications were received for the 2019 vacancies. 5 applicants were interviewed by the Appointments Committee.

Moved: "That Neena Hari be appointed to the permanent position".

Moved: Mavis Glasgow

Seconded: Liz Roozendaal

Moved: "That Sophie Pyne be appointed to the fixed term position".

Moved: Mavis Glasgow

Seconded: Lisa Robertson

STAFF CLIMATE SURVEY 2019

A discussion took place regarding the staff survey for 2019. Early 2019 a decision will be made regarding the timing of the next survey.

BALLOT UPDATE

26 applications were received for the recent ballot. 8 priority 2 and 9 priority 6 children have been offered a place for 2019. A response from parents/caregivers is required by 7 November 2018.

5YA PROPERTY PLAN – NEXT PROJECTS

Darryl to look at Asbestos Management Proposal from Watershed and decide if we go ahead with it or if we need another quote.

Remaining 5YA Projects – Block 2 and Block 4 roofing – suggestion that work take place April 2019 holidays.

Moved: "That the roofing be scheduled for the April 2019 holidays subject to Darryl agreeing"

Moved: Mavis Glasgow

Seconded: Dave Honiss

CHURCH REMOVAL UPDATE

Liz spoke regarding the recent Buckland Community Hall meeting and the suggestion to move the Anglican Church next to the Hall. Mavis to contact Minister to discuss where the church is at with land sale, etc.

GROUP PHOTO

As two members were absent this did not take place.

MEETING ACTION PLAN

5. ADMINISTRATION

- **Action Plan –**
- **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 13 September 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 Mavis Glasgow

Matters Arising: Nil

6. MEETING CLOSURE

- **Evaluation –** Members to complete evaluations, return to Andrew T for analysis.
- **Preparation for next meeting –** Up date: 'Completed' and 'To be completed' actions in BOT Action plan.

Meeting Closed: 8.05p.m.

NEXT MEETING: Wednesday 7 November 2018 at 6.00 pm in the School Boardroom

Signed: Chairperson