

# ***BUCKLAND SCHOOL'S BOARD OF TRUSTEES***

## ***Minutes of Meeting held on 21 March 2019 at 6.00 p.m.***

**PRESENT:** Lisa Robertson, Darryl Goldsack, Hannah McCarthy, Andrew Tautari,  
Dave Honiss, Mavis Glasgow

**1. APOLOGIES: Liz Roozendaal**

**2. BOARD MOTIONS: Nil**

**3. MONITORING:**

**a. Principal's Report**

The Principal's report was tabled by the Principal.

**Matters Arising:**

PAT for Years 3-8 have been completed online this year.

School Council have decided to support the Christchurch Community by holding a mufti day on Friday 5 April.

Glenis Mills has agreed to act as Returning Officer for the Board of Trustees elections in May/June.

**Moved: "That the Returning Officer fee will be 50% of Base amount plus 25% of per student amount."**

**Moved: Mavis Glasgow**

**Seconded: Hannah McCarthy**

**Moved: Mavis Glasgow**

**Seconded: Darryl Goldsack**

**b. Staff Report**

The Staff Report was tabled by Lisa Robertson

**Matters Arising:**

Nil

**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: Dave Honiss**

**d. Financial Report**

Payments amounting to \$37806.21 were ratified.

**Matters Arising:**

Nil

**Moved: Mavis Glasgow**

**Seconded: Andrew Tautari**

**4. GENERAL BUSINESS**

**KIDS AFTER SCHOOL** – Carolyn Payne from Kids After School gave a presentation on their proposal to begin an after school care programme at Buckland School. A draft of an Occupancy Agreement was provided. Decision of which provider to be decided on in Committee later in the meeting.

**SENCO ROLE**

Angela Lindgreen presented the Senco Report for 2019 to the Board. Angela showed the format of the electronic Additional Needs register.

**PTA REQUEST FOR AG DAY FACEBOOK PAGE**

The PTA have asked the Board to allow them to have a Facebook page for the PTA/Fundraising. A discussion took place at length. Hannah to contact the PTA with specific questions and let Board members know answers via email.

**10 YEAR PROPERTY PLAN**

Darryl spoke regarding the appointment of consultant to update 10 Year Property Plan. The Ministry is offering to now provide a consultant to update the Plan if Boards don't opt out of new scheme.

**Moved: "That the Ministry be asked to engage consultants to work on our 10 Year Property Plan."**

**Moved: Mavis Glasgow**

**Seconded: Darryl Goldsack**

**Reroofing Project**

Watershed has been told that the reroofing project has been put on hold until further quotes have been obtained. Mavis to contact Vicki from Watershed for more specific details of the project, including the walkway between Kea Room and the Library. Mavis to email out details to Board Members.

**Church Land**

A discussion regarding the purchase of the Church land took place.

**Moved: "That Application for Ministry Consent: Board or Third Party Funded Property to purchase the Church land be completed and sent".**

**Moved: Darryl Goldsack**

**Seconded: Andrew Tautari**

Darryl to seek legal advice on the Church document from the church: "Declaration of Intent" before sending this.

**POLICE VET POLICY DISCUSSION**

Hannah thanked the Board for attending the special meeting on 12 March regarding Police Vetting Policy. This is to be reviewed in 2020 as part of the Health & Safety review. The Board to have a robust discussion prior to that review to discuss broadening the policy.

**Moved: "That the Police Vetting Policy be approved".**

**Moved: Hannah McCarthy**

**Seconded: Dave Honiss**

## **BOARD MEETING FOR INTERESTED SCHOOL COMMUNITY MEMBERS RE ELECTIONS**

A meeting to be organised for parents who are thinking of becoming a Board Member to meet and discuss how the Board operates with current members. Suggested time and date 3 April 7 p.m. Dave to confirm asap so item can be added to BOT Newsletter.

### **MEETING ACTION PLAN**

New Action Plan has been set up for 2019.

Please check this and complete any outstanding actions.

## **5. ADMINISTRATION**

- **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 12 February 2019 were taken as read and signed as a true and correct record by Hannah McCarthy.

**Matters Arising:** Nil

**Moved:** Hannah McCarthy

**Seconded:** Lisa Robertson

- **Correspondence**

The correspondence was read to the meeting by Andrew Tautari

**Matters Arising:** Some interesting Gazette articles pointed out to Board

**Moved:** Andrew Tautari

**Seconded:** Lisa Robertson

6. Moved into Committee at 8.50 p.m. to discuss selection of After School provider.

Moved out of Committee at 9.15 p.m.

## **7. MEETING CLOSURE**

- **Evaluation** – Members to complete evaluations, return to Andrew T for analysis.
- **Preparation for next meeting** – No items discussed.
- **Meeting closed at 9.20p.m.**

**NEXT MEETING: April 10 2019 at 6.00 pm in the School Boardroom**

**SPECIAL MEETING: 3 April in Staffroom at 7 p.m.**

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**Signed: Chairperson**