

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 24 February 2021 at 6.00 p.m.

PRESENT: Lisa Robertson, Darryl Goldsack, Mavis Glasgow, Sarah Herring, Andrew Maunder, Brandon Foster, Dave Honiss

Karakia - Mavis

1. APOLOGIES: Nil

2. BOARD CHAIR ELECTION

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

Dave Honiss nominated Darryl Goldsack. Seconded by Sarah Herring

Darryl Goldsack was elected unopposed.

3. BOARD MOTIONS: Nil

3. ADMINISTRATION

• **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 2 December 2020 were taken as read and signed as a true and correct record by Darryl Goldsack. The In-Committee minutes were also signed.

Matters Arising: Nil

Moved: Darryl Goldsack

Seconded: Sarah Herring

• **Correspondence**

The correspondence was read to the meeting by Mavis Glasgow.

Matters Arising:

- 2019 Financial Report was received from Auditors on 16 December 2020.

Moved: "That the 2019 Financial Report be accepted".

Moved: Dave Honiss

Seconded: Brandon Foster

- **ASSET IMPAIRMENT REPORT**

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

Moved: Mavis Glasgow

Seconded: Darryl Goldsack

Moved: Mavis Glasgow

Seconded: Sarah Herring

4. MONITORING:

Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

- PD Project with Vision Education was accepted and the professional development has commenced.
- Brandon to obtain quotes for the removal of trees on the school boundary on Buckland Road.

Moved: Mavis Glasgow

Seconded: Sarah Herring

Staff Report

Lisa Robertson presented the Staff report

Matters Arising:

Nil

Moved: Lisa Robertson

Seconded: Dave Honiss

Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack.

Matters Arising:

Nil

Moved: Darryl Goldsack

Seconded: Andrew Maunder

Financial Report

Payments amounting to \$78,591.12 were ratified and approved. The list of receivable invoices (included invoices paid in Dec 2020 was included.

Matters Arising:

Budget

- Mavis tabled the 2021 Budget and a discussion took place.
- A discussion regarding future developments took place and will be discussed with the Ministry at the yearly property meeting on 20 May. Dave to attend with Darryl and Mavis.

Moved: "That the 2021 Budget be approved".

Moved: Brandon Foster

Seconded: Darryl Goldsack

5. GENERAL BUSINESS

2020 CURRICULUM RESULTS AND ANALYSIS OF VARIANCE REPORT

Mavis tabled and spoke to the 2020 Analysis of Variance Report. Report to be sent to the school accountant to be included in the 2020 audit and the Ministry of Education by 1 March.

CHARTER / STRATEGIC PLAN

The 2021 Charter & Strategic plan was tabled for discussion. Covid preparedness statement to be added to Charter regarding long term lockdown and learning from home. Operating environment will not be as it has been in the past. An additional statement also to be added to Health & Safety section.

PREPAREDNESS FOR COVID

A discussion took place regarding the schools ongoing preparedness for a Covid lockdown. Standardised expectations/overview to be formulated for teachers and parents.

10YY PROPERTY PLAN UPDATE / DISCUSSION

- The Board thanked Darryl for his work over the Christmas period with the Tiger Turf.
- Further discussions need to take place with the Ministry regarding the 10 Year Property Plan.
- Staffroom design has been completed.

COMMUNITY BBQ / SWIM ORGANISATION

BOT BBQ evening this Friday 26 February at 5pm. Dave to set up the BBQ. Dave to pick sausages and bread from the Mad Butcher. Lisa to pick up onions and watermelon. Sarah to purchase iceblocks. Mavis to organise water, serviettes, etc. Sarah to organise music. Lisa to take photos.

Moved: Brandon Foster

Seconded: Darryl Goldsack

MEETING DATES 2021

The meeting dates for 2021 were set at Wednesdays:

17 March
14 April
19 May
23 June
28 July
18 August
22 September
28 October
17 November
8 December


6. MEETING ACTION PLAN

Action Plan has been updated and will be added to after each meeting. Please check this and complete any outstanding actions.

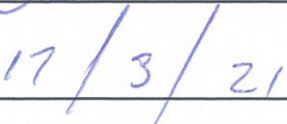
7. MEETING CLOSURE

- **Evaluation** – Members completed evaluations and returned these to Sarah for analysis.
- **Preparation for next meeting** – No items discussed.
- **Meeting closed at 8.00pm with a Karakia**

NEXT MEETING: Wednesday 17 March 2021 at 6.00 pm Board Room.



Signed: Chairperson



Date

