

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 17 March 2021 at 6.00 p.m.

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

Karakia - Sarah

1. **APOLOGIES:** Dave Honiss

2. **BOARD MOTIONS:** Nil

3. **ADMINISTRATION**

• **Confirmation of Minutes from Previous meeting**

The Minutes of the last meeting held on 24 February 2021 were taken as read and signed as a true and correct record by Darryl Goldsack.

Matters Arising:

- Initial staffroom design was resubmitted for amendment.

Moved: Darryl Goldsack

Seconded: Sarah Herring

• **Correspondence**

The correspondence was read to the meeting by Sarah Herring.

Matters Arising:

- Board has offered to pay for flu vaccinations for the staff. Invoices must be obtained.

Moved: Sarah Herring

Seconded: Andrew Maunder

4. **MONITORING:**

Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

Nil

Moved: Mavis Glasgow

Seconded: Darryl Goldsack

Staff Report

Lisa Robertson spoke to the Board regarding the staff report and asked for direction and expectations for 2021 reporting. A discussion took place around the delivery and content of the curriculum reports and Governance versus management. She also spoke regarding the professional development taking place within school at present.

Matters Arising:

Nil

Moved: Lisa Robertson

Seconded: Sarah Herring

Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack.

Matters Arising:

Concern was raised regarding the deck in front of the library. Darryl to investigate products that might be available to fix the problem.

Moved: Darryl Goldsack

Seconded: Andrew Maunder

Financial Report

Payments amounting to \$64,630.58 were ratified and approved.

Matters Arising:

Quote from New Zealand Heat Pumps for \$2669.79 for a new air conditioning unit for Takahe Room was approved.

Moved: Brandon Foster

Seconded: Darryl Goldsack

5. GENERAL BUSINESS**KELLY CLUB BUCKLAND - VISIT BY SHASHIKA & AMILA**

Shashika & Amila spoke to the meeting requesting that children from outside of Buckland School be allowed to attend the Kelly Club Buckland Holiday Programme. They also asked for the use of the school swimming pool for the after school programme. The Board thanked Amila and Shashika for attending the meeting and advised that they would let them know of their decisions within the next two days.

A discussion took place firstly regarding outside children attending the holiday programme. It was decided to allow outside children to attend. Following the next school holidays the Board has requested a report on the numbers of children attending after each holiday period and any issues or incidents. Buckland School children must be given priority.

A further discussion took place regarding the use of the swimming pool for the after school programme. Mavis to ask Kelly Club Buckland for their swimming pool use plan and qualifications of staff who would be supervising. The decision was set aside until Term 3 when more information has been provided.

PE & HEALTH CURRICULUM REPORT

Lisa presented the PE and Health Report on behalf of Marlene Fletcher.

EXPECTATIONS REGARDING FURTHER LOCKDOWNS

Mavis presented and spoke to a document on the expectations of the Principal, staff and parents if further lockdowns occur. The document was made in consultation with the staff. Andrew suggested that a 24 hour turnaround for answering emails and text messages be added. BOT text tree to be set up.

CAMP APPROVAL

Year 3 & 4 Lakewood Lodge camp on 3rd & 4th May RAMs have been completed.

Year 5, 6 & 7 Peter Snell Camp from 22 - 26 November

Year 8 Camp yet to be decided.

Moved: "That the Year 3 & 4 Camp be approved and the Year 5, 6,7 Camp be approved".

Moved: Mavis Glasgow

Seconded: Brandon Foster

Numbers for adults for Lakewood Lodge are restricted. A discussion took place around possible further lockdowns and alert level changes in regards to camps. Difficult to make decisions and inform parents until restrictions/Alert Level areas are advised by the Government. Should a lockdown occur prior to or during a camp, parents would be informed as soon as possible.

10YY PROPERTY PLAN UPDATE/DISCUSSION

No further progress has been made with the projects.

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 8.50pm with a Karakia**

NEXT MEETING: Wednesday 14 April 2021 at 6.00 pm Board Room.

 Signed: Chairperson

14 / 4 / 21 Date

