

BUCKLAND SCHOOL BOARD

***Minutes of Meeting held on 24 November 2021 at 6.00 p.m.
via Google Meets***

PRESENT: Darryl Goldsack, Lisa Robertson, Mavis Glasgow, Dave Honiss, Sarah Herring, Andrew Maunder, Glenis Mills (Minute Secretary)

1. APOLOGIES: Brandon Foster

2. BOARD MOTIONS: Nil

3. ADMINISTRATION

Confirmation of Minutes from Previous meetings

The Minutes of the last meeting held on 27 October 2021 were read to the meeting and will be signed as a correct record by Darryl Goldsack.

Matters Arising:

- Security Cameras – Darryl has made initial investigation into types available. He will contact Securi-Com to find out what options they have available. Sarah to contact other schools and see what security systems they use.

Moved: Darryl Goldsack

Seconded: Sarah Herring

Correspondence

The correspondence was read to the meeting by Mavis Glasgow.

Matters Arising:

- Works Procurement Plan for the relocation of services as part of the staffroom renovations has been sent to the Ministry.

Moved: Mavis Glasgow

Seconded: Sarah Herring

4. MONITORING:

Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

- 5 applications for In Class Support were made. Unfortunately only one was successful.
- Counselling via zoom has commenced.
- Draft Financial Report has been received. Awaiting accountant to make minor changes and return to Auditors.
- Staff have been asked for suggestions for the 2022 budget.

Moved: Mavis Glasgow

Seconded: Dave Honiss

Health & Safety Report

The Health & Safety Report was tabled by Darryl Goldsack.

Matters Arising:

- Mavis to check if Onehunga weed spraying on field was done in October. Sarah to add to Action Plan.
- Buckland Netball Club to use field and playground for prizegiving this Sunday. Darryl reminded them of signing in and contact tracing.

Moved: Darryl Goldsack

Seconded: Dave Honiss

Financial Report

Payments amounting to \$23,281.21 were ratified and approved.

Matters Arising:

- Nil

Moved: Darryl Goldsack

Seconded: Andrew Maunder

1. GENERAL BUSINESS

Staff Curriculum Reports

- Lisa spoke to the report on ALL prepared by Neena Hari and Tamsyn Gerritsen. The Board thanked Neena and Tamsyn for a very detailed report.
- Lisa presented the Reading Report and spoke about the PACT Tool.

Covid Update

- A discussion took place regarding attendance for the last days of term 4. It was agreed to continue with the status quo.
- It was proposed that an outdoor picnic be held for the Year 7 & 8 children on the last day of term 4 which would be weather dependent. Mavis to decide if this is feasible.
- Google classroom meet is being planned for the end of year prizegiving.

Staffing 2022

- A resignation from a Permanent Teacher has been received.
- Mavis is in discussions with fixed term staff regarding their hours for next year.
- Work is continuing on 2022 classes. It has been made very difficult because of high numbers in some year levels.

Property

- The repricing of the staffroom renovations should be received this week. Darryl to contact the Ministry of Education regarding the paperwork for spending Board funds.

Moved: "That the Board approve \$50,000 towards the staffroom extension. If more funds are required the Board are to reconvene to discuss".

Moved: Darryl Goldsack

Seconded: Mavis Glasgow

- Property Plan is still awaiting approval by the Ministry of Education.
- Library seating will be completed over the Christmas break.
- New plan for the disabled bathroom was received today. Darryl to discuss with Mavis and send plan to members once it is correct. Consents will be required from Auckland Council.

Swimming Pool

- The Ministry have advised that school swimming pool can be used. A discussion took place regarding the size of the changing rooms and social distancing. Mavis to discuss with staff and decide if it is feasible to open the pool.

Reporting to Parents

- It is a requirement of the Ministry of Education that schools report to parents at the end of Term 4. Mavis spoke about the content of the modified report she has made. The Board are to show their support in the BOT Newsletter.

Community Survey

- Survey results were circulated to members prior to the meeting.
- Bible in Schools (Launchpad) – the majority wanted it to remain. It was decided to continue with this and to review this with a standalone survey at the end of 2022.
- Andrew to formulate data from the survey into a table by next Monday and send to members.
- Results to be presented to staff at an online staff meeting before being released to the community.

School Docs

- Policies have been signed off by Mavis.
- Sarah to be responsible for the review schedule.
- Mavis to add Sarah as email contact.
- School community to be advised early in 2022.

BOT Newsletter

- Sarah has commenced work on the Term 4 newsletter. Please send articles to Sarah as soon as possible.

End of Year Gifts for Staff

- Vouchers to be organised by Sarah with Mavis assisting. Value to be the same as last year.

MEETING ACTION PLAN

- Send any budget items to Mavis as soon as possible.
- Value Signs – Darryl will put remaining three up during Christmas break.
- Church land – no response as yet.
- NZSTA Seminar 15 December – Sarah has enrolled. Darryl to enrol also.

7. MEETING CLOSURE

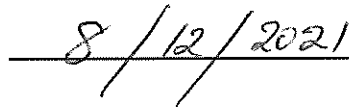
Preparation for Next Meeting

Meeting closed at 8.00 pm

NEXT MEETING: Wednesday 8 December 2021 at 6.00 pm.



Signed: Chairperson



Date