

BUCKLAND SCHOOL'S BOARD OF TRUSTEES

Minutes of Meeting held on 18 August 2021 at 6.00 p.m.

via Zoom

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

1. APOLOGIES: Darryl Goldsack

In the absence of Darryl Goldsack Mavis took over as the presiding member.

2. BOARD MOTIONS: Nil

3. ADMINISTRATION

Confirmation of Minutes from Previous meeting

The Minutes of the last meeting held on 28 July 2021 were read to the meeting and signed as a true and correct record by Mavis Glasgow.

Matters Arising:

- Updated self analysis form still to be sent. Andrew will send after this meeting.

Moved: Sarah Herring

Seconded: Brandon Foster

Correspondence

The correspondence was read to the meeting by Sarah Herring.

Matters Arising:

Nil

Moved: Sarah Herring

Seconded: Mavis Glasgow

4. MONITORING:

Principal's Report

The Principal's report was tabled by the Principal.

Matters Arising:

- Due to this being a zoom meeting the Mid Year curriculum analysis will need to be presented at a later meeting.

Enrolment Ballot

- The Board discussed the predicted roll for 2022. It was decided to hold a ballot for a limited number of places. Ballot to be advertised in the Franklin County News and school newsletter. Closing date for the ballot will be 22 September 2021. The ballot will be drawn on 24 September 2021.

Property Issues

- Darryl, Mavis and Dave met with Brenda Roberts from the Ministry of Education (Property) on 6 August.
- Library deck seating was approved.
- Costings to be sought for cover over court Tiger Turf.
- Discussion needs to take place with Anglican Church regarding purchase of land – church to be asked to give value as soon as possible so a decision can be made quickly and decisions can be made regarding other projects.
- Meeting took place with the modification team – suggested disabled toilet block on grass area beside Titipounamu. Modification team to draw up plans and send shortly. Board approved this positioning as the most acceptable option available.
- Staffroom – cost is well over budgeted figure. A meeting with Pukekohe Builders and Project Manager was scheduled for today but was cancelled due to lockdown. Attempt to be made to speak with Pukekohe Builders and Project Manager via zoom. Funds need to be used by end of 2021.

Preview Community Survey

- Lisa has consulted staff regarding questions for the survey and collated their suggestions.
- Principal suggested the section on Year 7 & 8 be left out and a separate exit survey for parents of leaving students be organised.
- Bible in Schools question to be included.
- Property question to be included with basic ideas and the ability to make other suggestions.
- A committee comprising Mavis, Andrew, Sarah and Lisa to work on questions on Wednesday 25 August at 6pm via zoom. Questions to be presented at next meeting on 1 September.

Lockdown Procedures

- Principal has emailed all families with information on Alert Level 4. Teachers are organised and Learning Activities have gone out for children. Once exemption is given Principal will coordinate devices and hardpacks.
- Depending on Alert Levels discussion/decisions will be required on Agricultural Day. Board to meet again via Zoom (if necessary) on 1 September to discuss this and any updates.

MEETING ACTION PLAN

Action Plan has been updated and will be added to after each meeting.
Please check this and complete any outstanding actions.
Please ensure the time tracking sheet is completed.

7. MEETING CLOSURE

Evaluation – Andrew to email forms after the meeting so they can be completed for this meeting.

Meeting closed at 7.10 pm

NEXT MEETING: Wednesday 1 September 2021 at 6.00 pm via zoom.

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Signed: Presiding Member

22 September 2021 **Date**