

Filling our kete for the journey Whakarite ngā kete mō te haerenga!

### **BOARD OF TRUSTEES MEETING MINUTES**

Thursday 16 May 2019

5:30PM

PRESENT:

Michael Balmer, Ester Vallero, Miranda Knapton, Jude Clarke, Matthew

McDonald, Samson Karst, Cath Barrie (Staff Trustee)

IN ATTENDANCE: Luke Gardiner (Visitor, 24/7 Youth Work), Nicky Dunlop (Visitor), Sue Leadbetter (Deputy Principal), Nigel Easson (Deputy Principal), Sandra

Rauch (Minute Secretary), Samson Karst (Visitor)

1. WELCOME/KARAKIA: M Balmer welcomed all to the meeting.

2. APOLOGIES: Sandy Hastings (Principal) and Raewyn Davis

3.

SPEAKING RIGHTS: Sue Leadbetter (Deputy Principal), Nigel Easson (Deputy Principal), Nicky Dunlop (Visitor) and Luke Gardiner (Visitor,

24/7 YouthWork)

#### 4. **MINUTES OF THE PREVIOUS MEETING 28 March 2019**

Motion:

Moved: M Knapton

Seconded: E Vallero

That the minutes of the previous meeting of the Beckenham School Board of Trustees held on Thursday 28 March 2019, as circulated and discussed, be accepted as a true and accurate record of that meeting. Carried

### 5. **MATTERS ARISING**

NONE

#### 7. CORRESPONDENCE

### 7.1 Inward

NZSTA 30th Annual Conference - Sponsorship from the NZSTA Canterbury Regional Executive. N Easson reported that it is an amazing opportunity if anyone from the board would like to attend. From his experience, this will make the Board of Trustees more efficient in working as a Team. M Balmer mentioned that this has been raised in the past but the idea has been declined due to cost. The School has the option to apply for sponsorship with NZSTA. The Canterbury region does pay for up to 3 board members if the application is successful. M Balmer suggested discussing the attendance in 2019 with the new Board after the Election in June 2019.

#### 7.2 Outward:

NONE

## 8. AGENDA TOPIC(S)

# 8.1 Principal's Report

24/7 YouthWork

L Gardiner, Canterbury Regional Coordinator introduced 24/7 YouthWork to the board. 24/7 YouthWork is a trust relationship between a local school and a local church in the context of the local community working together. 24/7 YouthWork is an established and effective approach. It has been a forerunner to emerging national trends in youth work and has research that affirms its value for young people and schools. N Dunlop mentioned that as the number of students in Y7/8 is growing so are their needs. For this reason, one Youth Worker dedicated to Y7/8 students would be of advantage. The Board will discuss this project in committee before making a final decision.

## 8.2 Asset Management

### 8.2.1 Finance

Monthly Commentary

The financial position of the school is sound as at 31 March 2019.

Motion: Moved: J Clarke Seconded: E Vallero

That the Finance Report be accepted and the 2019 Final Budget been approved.

Carried

# 8.2.2 Property Update

Property Working group - Outdoor spaces

Paulette Newton has gathered ideas from children in regards to the layout of the new outdoor space. Currently, there are three different plans which will be presented to the community. After everything has been taken into account all ideas will be merged into one plan. Beaver Tree has completed its assessment and work. Working Bees will take place on the 15th, 16th and 22nd of June 2019. Paulette will call for interest in the working bees through the newsletter and the Outdoor spaces newsletter.

Admin Building

The school is currently looking at adding a sliding door behind the reception area to create a sound-proof working space. This is under discussion with the Ministry of Education

**Drainage** 

The school has been advised by the Ministry of Education that the drainage around the school will be replaced with no charge during the July holidays.

### 9. GENERAL

# Principal's Report

Welcome and Farewell

Sue and Nigel welcomed Samson Karst and thanked M Balmer, M Knapton and C Barrie for their time on the Board. C Barrie has won a job with the RTLB's and will be leaving in week 6 of term 2. The board thanked Cath for her work in the many roles around the school and on the board of trustees. Georgie Jones will replace Cath in her job of ORS specialist teacher in Kauri.

The school also says goodbye to Teaching Assistant T Hardwick and welcomes two new Teaching Assistants (Jamie John and Scott Baker) to the team.

**Learning Conferences** 

Learning Conferences will take place in week 7.

Health and Safety

The schools Health and Safety plan has been finalised and the board has been asked to read through and give their feedback via email.

### Policy Review - School Docs

N Easson asked the Board to read and comment on the emergency plan as well as policies. The emergency plan and policies will be discussed at the next Board meeting on 20 June 2019.

Motion: Moved: N Easson Seconded: M McDonald That the Board accepts the Principal's Reports as presented. Carried

### 10. **General Business**

Teacher Strike - 29 May 2019

Michael Balmer proposed that the school should be closed on the day of the strike. Beckenham has a 100% NZEI membership so school will be closed for instruction due to health and safety concerns.

Motion: Moved: M Balmer Seconded: M McDonald That the school is closed for instruction on the 29th of May 2019.

Teacher only days

J Clarke asked for clarification in regards to Teacher only days and why they are held within the term instead of during the school holidays. N Easson explained that this is a management decision. The school has to be open a certain amount of days during the year and as long as this is given, schools are allowed to have Teacher only days during term time. A suggestion that Teacher only days be aligned with all local schools.

A clarification will be published in our newsletter.

### Election 2019

Nigel and Cath have spoken to a number of people about putting their names forward for the but as of today (16 May 2019) no applications have been received. Partnership between Beckenham Te Kura o Pūroto and Ferndale Sue, Cath and Jo have been working with Ferndale on a project based around inclusion conjunction with the Ministry. They have developed a partnership agreement between Beckenham and Ferndale and are trialling some initiatives in the coming term. One of the initiatives is for the board to invite Ferndale to a Board Meeting to meet the board and talk about their role. The new Board chair will extend a formal invitation to the Ferndale staff.

#### 12. Acknowledgements

Everyone gives their thanks and appreciation for the time they have spent as a Board together.

13. Next meeting: Thursday, 20 June 2019 at 5.30pm

Meeting closed at 8:15pm

APPROVED.

DATE 20 6/19

# **TABLE OF ACTION POINTS**

Due	Item	Action	By Whom
	7.1	N Easson to find out about the application deadline for Sponsorship from the NZSTA Canterbury Regional Executive.	N Easson
	8.1	Registration new board member S Karst with NZSTA and handing out election package and give access to Google Team Drive.	N Easson
	9	Feedback to Health and Safety plan & School docs policies	All
	10	Clarification re Teacher only days to be published in the Newsletter	N Easson
	10	Invitation to Board meeting - Ferndale staff	New Chairperson

(Chairperson)