



Board of Trustees General Meeting

HELD ON THURSDAY 18TH AUGUST 2022 AT 5:30PM

Present: Matthew Macdonald, Anna Reid, Nicole Forster, Lisa Taylor, Sampson Karst (away at 7), Richard Scott, Suran Dickson

Speaking Rights: Sue Leadbetter (Tumuaki Tuarua), Reihana Dougherty (Board Secretary)

Meeting started at: 5.36PM

Karakia tīmatanga

<i>Ma te whakapono,</i>	<i>By believing and trusting,</i>
<i>ma te tumanako,</i>	<i>By having faith,</i>
<i>ma te titiro,</i>	<i>By looking and searching,</i>
<i>ma te whakarongo,</i>	<i>By listening and hearing,</i>
<i>ma te mahi tahi,</i>	<i>By working and striving together,</i>
<i>ma te whakamomori,</i>	<i>By sheer desire and determination,</i>
<i>ma te aroha,</i>	<i>By all being done with love,</i>
<i>ka taea e matou.</i>	<i>We will succeed</i>

1.0 CONFLICT OF INTEREST REGISTER

No amendments added.

2.0 CONFIRMATION OF MINUTES

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the minutes of the June General Meeting be accepted as a true and correct version of that meeting.*

Moved: *Matthew* **Carried.**

Action Items

Viewed: One update on cultural competency within the Kahui Ako. We now have 9 Kaimahi enrolments for Te Ahu o Te Reo Māori. There is new work to be done with the te ao Māori curriculum, and we are looking at some framework used by other schools, Steve Cooke will lead this.

Policy and power review are still to be addressed. Reihana and Sandy to find time to meet.

3.0 CORRESPONDENCE

Taken as read.

Discussed “Schools SmokeFree Environments Amendment Bill” possible responses.

This could sit with the Health & Safety team. Consultation is open until the 24th of August.

Suran, Jo & H/S to review the submissions.

Sandy to talk with students (Student Council) and get their feedback on the submission.

Discussed gate feedback.

It was noted that the gates came in much quicker than expected. We have gate monitors for morning tea and lunch - which is working OK. We are also working on better bag storage for the Y5/6 & Y 7/8 hubs; the bag storage next to the hall and bag storage at the Pūkaki building is now able to be used by these hubs. A question was raised as to whether one locker bay would be able to be shifted inside the gates. This is possible, but it would need some engineering and would likely be a significant cost.

Discussed signage options as some parents are unable to open gates.

Action: Reihana/Sandy to add a notice about gate monitors to the newsletter.

Action: Richard and Sandy to walk around and review the Pōhutukawa gates/cubbies

Discussed Tennyson St

Last Friday Matthew attended the community meeting and spoke to this - they are going to change the Tennyson St crossing to make it safer. Cleo Hopkinson (Student) spoke in concern for young people crossing there.

4.0 PRINCIPAL'S REPORTS

The rolling 7-day average for covid cases is 0

The move from Decile System to Equity Index was discussed. On the 18th of September we will find out about the funding. The Equity Index begins on the 1st of January 2023.

It was noted that it will be interesting to see what happens with school donations, and programs run by the decile system.

There is an email from ERO which is to send a survey to the board, parents, teachers, and principal, it was noted by SLT that there was a missed opportunity by ERO with no feedback requested from Support Staff.

Staff Only Day on Friday discussed.

Topics covered were HERO & assessments, and a Trauma Informed workshop.

Our kura 'trauma informed' journey started a while ago. We know typical methods to support "trauma" children does not work. If we can understand this as the adults working with them, and understand our own window of tolerance we can look to work together to stay within the window of tolerance. We are consciously unskilled and are aiming to be consciously skilled. We are going to keep going back to the research, and supporting one

another as staff. We hope to provide further education for our kids around this learning as well as parents, and our community. Our longterm goal is having a community thats more understanding, more empathetic and more aware of how to support those with trauma, which makes school safer for everybody.

Teaching Assistants took part in "Lego Therapy".A good tool for some our ākonga, it was orginally designed for children with autism and can be used to help with social interaction and communication for children with a variety of social and emotional needs.

Gifted Learners discussion

Over the next 2-3 years we will be working with the RTLB service,and we have 2 RTLB providers alongside to support us. NZC for Gifted Education is also working with us. Christie, one of the directors for Gifted NZ is coming alongside us. It is noted that there aren't many schools doing this, although it is part of the curriculum. Slides viewed and discussed. Plans discussed on each level for Govt, national curriculum, kura strategic plan, and within inclusive practice. We are at the very beginning of this journey with a proposed timeline to go until 2024 at least. It will take time to sustain and embed this practice.

There is a growing recognition that giftedness is much much broader than just academic, and can include a range of emotional, environmental, social and cultural competencies.

Roll

Sits at 495 current students as of today. It is noted that it has been a slow growth year. We have been staffed to 537 this year, and we will likely lose staffing next year.

The Y7/8 Open Night went really well, and ākonga did a great job and asked some really good pātai.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Principals Report be accepted.*

Moved: Sandy

Seconded: Matthew

Carried.

24/7 Quarterly Report

It is our 3rd Year with Dave as a youth worker from 24/7 support. Sue notes we don't know what we would do without him. Our lunches for kids programme is supported by them. They buy the kai and make toasties for tamariki. We can pick up the phone and they send food parcels for whānau in need.

Supplementary Attendance Report

We have received the latest update from MOE.

It is noted that COVID will still be impacting the data,which gives us a bit of a false positive

due to code F meaning present but learning offsite - which is the code for all ākonga isolating at home as a household contact.

Term dates discussed

We have flexibility when we start, and flexibility when we finish but all schools finish Term 1 on the same day, with no flexibility in the middle of the year.

Motion: *That the Board of Trustees agree that the dates as tabled in Scenario three be adopted as the Beckenham Te Kura o roto Term Dates for 2023.*

Moved: Sandy **Seconded:** Lisa **Carried**

The only thing that may change this is if the collective agreement for teachers includes “non make up days” for staff only days. Collective agreements are in the negotiating phases.

Action: *Reihana to update the Newsletter & Website with the 2023 dates.*

5.0 PROPERTY REPORT

A new property advisor has been appointed to us by the Ministry, Sam Gawn, who has about 40 schools across Canterbury to look after it., Sam is going to come out and look around the school to see what is involved.

Sandy and Richard went to a property briefing - this was a 101 about funding, with the aim to bring everyone up to speed on 5YP, and to get back to BAU. There is a process to establish what our property funding needs are, which won't happen until July 2024. We are a part of a small group of schools that are having our plan developed by an external consultant.

Sandwich Rd berm leak.

This issue is ongoing and when we raised it with the council we were told that it wasn't a council issue as CCC think it's one of our pipes that is leaking. This has now been forwarded to Sam Gawn who is continuing to raise it with Council

BOSCO - Proposed Term & Rights of Renewal

Motion: *That the Board of Trustees supports the establishment of the occupancy lease with BOSCO for the 'BOSCO Building' and agree that a two year occupancy lease be agreed with BOSCO with one right of renewal for a further two year term.*

Moved: Richard **Seconded:** Suran **Carried**

2 SYPS funding projects

Drainage

This work will need to be done in term 3 or term 4 holidays. It will be very disruptive, so this needs to be a holiday project. The paper work has been sorted, we have approval, and we get 90% of the funding up front and then the balance at completion.

Junior Play

The contract has been signed. Demolition of current playground may happen these holidays, subject to new build equipment be ready.

We need to get back to the contractors with a tile pattern in the next few days, which will include a cultural narrative. Each tile is half a meter squared and will make up a large pattern - possibly the school logo.

Old playground equipment discussed. The Board discussed putting these on trade me, or looking for a community playground.

Action: *Reihana to sell the old playground equipment on TradeMe once removed*

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Property Report be accepted.*

Moved: *Richard* **Seconded:** *Matthew* **Carried.**

6.0 FINANCE REPORT

Finance Meeting was held today with Marcel, Rachel & Sandy. Nothing unexpected or out of the ordinary was noted. 53K was approved as a deficit, no changes in this report. No outliers.

It was noted that the BOSCO lease rounds out to about 8K per year. We currently have it set up as an event based leased as opposed to regular fortnightly payments.

Action: *Review the invoice structure for BOSCO, look to include up and downs into a monthly payment (accounting for holidays and term time dates)*

Sampson left at 7.01pm

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the July Finance Report be accepted.*

Moved: *Marcel/Sandy* **Seconded:** *Matthew* **Carried.**

Budget to be approved

Expected deficit to be \$93,140.19 due to a decrease in income; Govt. grants less 25K, Ops grant which is now being recalculated by actual roll rather than forecasted roll (we have a smaller roll this year).

Locally raised funds are up due to school donations.

Budget expenditure increased by 22K. Learning resources took 17K, with 4K in consumable resources - which is noted due to things just costing more.

Relief/school funded relievers - budgeted for 50K used 75K. Due to the increase in the need to bring relievers in. This was expected given COVID and various illnesses throughout Kura.

Depreciation has gone up by 5K.

Not included in budget is roughly 4K from the Ministry to be given for the Board Election, this will be paid to us from the Ministry and will cover the cost of hiring CES to run our Election.

Heat light and water review still to be done.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the revised Budget is adopted.*

Moved: Marcel **Seconded:** Suran **Carried.**

7.0 HEALTH & SAFETY

Emergency kit discussed by H&S team. Non perishable items, blankets and water are being added and will be stored in Tony's Garage.

The sound system was checked, and was not working well with one of the amplifiers blown in senior hub. A current replacement has been installed for the time being, which is working well but only supports internal speakers. It will cost \$700-\$800 to repair the existing amplifier vs 1500 to replace with a new one. Friday will see an install of a secondary amp to increase use to external speakers too.

Tony's height training is complete.

Toolbox checked and completed.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Health & Safety Report be accepted.*

Moved: Suran **Seconded:** Matthew **Carried.**

SAP discussed.

Motion: *That the Beckenham Te Kura o Pūroto Board of Trustees approve that the Safety Action Plan for the Y7/8 Ski Trip be accepted.*

Moved: Sandy **Seconded:** Matthew **Carried.**

8.0 GENERAL BUSINESS

Board Appointments

Next meeting we will move to reappoint Sampson for another 3 year term as our Appointed Whānau and Iwi Trustee (Ngāi Tahu).

Mihi to Lisa for her contribution to the Board throughout her term. Thanks given to Lisa's service, contributions, perspective, questioning, support and curiosity - for bringing what a

board needs, and to be able to ensure we know why we do things the way we do. Lisa has been a great advocate for our kids.

9.0 IN COMMITTEE

At 7.36PM the meeting moves into a Public Excluded Session for the reasons of legal and professional privilege and to protect the privacy of the natural persons.

At 8.12PM that the meeting resume in Public Session and confirm that the business discussed in the Public Excluded Session remains confidential to the Board.

10.0 CLOSING

Karakia Whakamutu

*Kia hora te marino.
Kia whakapapa pounamu te moana.
Kia tere te karohirohi ki mua i a koutou.
Hui e, tāiki e.*

*Let the calm be widespread.
Let the sea be smooth like pounamu.
May the sea be smooth ahead of you*

Meeting closed: 8.15pm

Next meeting: ~~17th November 2022~~ 22 Sept 2022 *WPA*.

Confirmed: *Wynne Mae Jones*

Date: 22.9.22

Actions list. ([click here to see the current action list](#))